



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755

323.890.7001 • TTY: 323.838.7449 • www.lacdc.org



Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Cordé D. Carrillo
Acting Executive Director

**AGENDA
FOR THE REGULAR MEETING OF THE
LOS ANGELES COUNTY HOUSING COMMISSION
WEDNESDAY, APRIL 22, 2009
12:00 NOON
HOUSING AUTHORITY
12131 TELEGRAPH ROAD
SANTA FE SPRINGS, CA 90670
(562) 347-4663 EXT. 8196**

= = = = = = = = = = = = =

1. Call to Order

2. Roll Call

Severyn Aszkenazy, Chair
Lynn Caffrey Gabriel, Vice Chair
Adriana Martinez
Henry Porter, Jr.
Philip Dauk
Alberta Parrish

3. Reading and Approval of the Minutes of the Previous Meetings

Regular Meeting of February 25, 2009

4. Report of the Executive Director

5. Public Comments

The public may speak on matters that are within the jurisdiction of the Housing Commission. Each person is limited to three minutes.

6. Staff Presentations

Liability Claims and Insurance - Becky Yee



Regular Agenda

7. **Concur with the Board of Commissioners' Approval of Construction Contract for Sundance Vista Landscape and Irrigation Project in Unincorporated Whittier (District 1)**

Concur with the following actions of the Board of Commissioners and find that approval of a Contract for landscape and irrigation improvements at the Sundance Vista housing development is exempt from the provisions of CEQA; authorize the Acting Executive Director to execute a Contract in the amount of \$111,286 with Belaire-West Landscape, Inc. to complete landscape and irrigation improvements at the Sundance Vista housing development. (CONCUR)

8. **Concur with the Board of Commissioners' Approval of Construction Contract for Woodcrest I and II Roofing and Exterior Improvements Project in Unincorporated West Athens/Westmont (District 2)**

Concur with the following actions of the Board of Commissioners and find that the approval of a Contract for roofing replacement and exterior improvements at the Woodcrest I and II housing developments is exempt from provisions of CEQA; approve and authorize the Acting Executive Director to execute a Contract in the amount of \$248,770 with Spec Construction Co., Inc. to complete roofing replacement and exterior improvements at the Woodcrest I and II housing developments. (CONCUR)

9. **Concur with the Board of Commissioners' Approval of the Repayment Agreement for the U.S. Department of Housing and Urban Development Office of Inspector General Audit for the Housing Choice Voucher Program (All Districts)**

Concur with the following actions of the Board of Commissioners and find that the approval of the Repayment Agreement for the Housing Choice Voucher Program, as described herein, is not subject to the provisions of CEQA; approve the attached Repayment Agreement to reimburse HUD for \$1,000,000 in Housing Choice Voucher Program administrative fees. (CONCUR)

10. **Concur with the Board of Commissioners' Award of a Recertification Services Contract for the Housing Choice Voucher Program (All Districts)**

Concur with the following actions of the Board of Commissioners and find that the approval of an award of a recertification services contract for the Housing Choice Voucher Program is not subject to the provisions of CEQA; Approve and authorize the Acting Executive Director to execute a one-year recertification services contract with McKay Management Services, for recertification services for the Housing Choice Voucher (Section 8) Program; and authorize the Acting Executive Director to use for this purpose a total of \$751,840 in Section 8 Administrative Reserves. (CONCUR)

11. Concur with the Board of Commissioners' Approval of the Relocation Plan, Declaration of Blight, and Initiation of Eviction Proceedings, as Needed, for the Ujima Village Housing Development (District 2)

Concur with the following actions of the Board of Commissioners and find that approval of the Ujima Village Relocation Plan is not subject to the provisions of CEQA; declare that the Ujima Village Housing Development, a 300-unit affordable housing complex in the unincorporated Willowbrook area, is blighted based on soil and building conditions; approve the attached Ujima Village Relocation Plan to help the remaining tenants of the Ujima Village Housing Development secure replacement housing in anticipation of the property's closure; authorize the Acting Executive Director to begin issuing 90-day notices to vacate the property, pursuant to the requirements of the Uniform Relocation Act; instruct the Acting Executive Director to initiate the environmental review process for disposition of the site, as required under CEQA and the National Environmental Policy Act; instruct the Acting Executive Director, as part of the environmental review process, to consider the expansion of Earvin "Magic" Johnson Recreation Area as one of the possible alternative uses for of the Ujima Village site. (CONCUR)

12. Approve Amendments to Countywide Asbestos and Lead Consulting Services Agreements (All Districts)

Recommend that the Board of Commissioners find that approval of amendments to the Agreements is not subject to the provisions of CEQA; approve and authorize the Acting Executive Director to execute amendments to the Housing Authority's eight Asbestos and Lead Consulting Services Agreements, to extend the Agreements for two years, in one year increments, at an aggregate amount of \$80,000 per year. (APPROVE)

13. Acceptance of Community Development Block Grant Funds for Projects Identified the 2009-2010 Action Plan for the Allocation of Federal Funds (All Districts)

Recommend that the Board of Commissioners find that the acceptance of Fiscal Year 2009-2010 Community Development Block Grant (CDBG) funds from the Community Development Commission (Commission) is not subject to the provisions of CEQA; authorize the Housing Authority to accept from the Commission an estimated \$605,000 in Fiscal Year 2009-2010 CDBG funds, and to continue administration of \$3,036,874 in prior year CDBG funds, which will be requested for incorporation into the Housing Authority's Fiscal Year 2009-2010 budget through the Housing Authority's annual budget approval process subject to final notification of approval by HUD. (APPROVE)

14. Approve an Elevator Consulting Services Agreement for the Elevator Modernization at the Herbert Senior Housing Development in Unincorporated East Los Angeles (District 1)

Recommend that the Board of Commissioners find that the approval of an Agreement to provide evaluation and design consulting services is not subject to the provisions of CEQA; approve and authorize the Acting Executive Director to execute an Agreement in the amount of \$68,880 with IDS Group Inc. to complete design services for one new hydraulic elevator and the modernization of one existing elevator at the Herbert senior housing development. (APPROVE)

15. Approve Video Surveillance Systems Installation and Maintenance Contract for Five Housing Developments in Unincorporated West Athens, Unincorporated Quartz Hill, and the City of Santa Monica (Districts 2, 3, 5)

Recommend that the Board of Commissioners find that the installation of video surveillance equipment is exempt from CEQA; approve and authorize the Acting Executive Director to execute a Contract in the amount of \$219,421 with West Beach Systems for the provision, installation, monitoring and maintenance of video surveillance equipment at the following five housing developments: Normandie Apartments in unincorporated West Athens, Quartz Hill I and II in unincorporated Quartz Hill, and 9th and 20th Street Apartments in the City of Santa Monica. (APPROVE)

16. Approve Construction Contract for Elevator Modernization at the Kings Road Senior Housing Development in the City of West Hollywood (District 3)

Recommend that the Board of Commissioners find that the approval of a Contract for elevator modernization is exempt from the provisions of CEQA; approve and authorize the Acting Executive Director to execute a Contract in the amount of \$791,600 with M.L. Construction to modernize four elevators at the Kings Road senior housing development. (APPROVE)

17. Approve the Housing Authority of the County of Los Angeles Fiscal Year 2009-2010 Budget

Recommend that the Board of Commissioners adopt and sign a Resolution approving the Housing Authority of the County of Los Angeles (Housing Authority) Fiscal Year 2009-2010 Budget, which includes revenues and expenditures of \$309,908,000; adopt and sign a Resolution approving the cost allocation model; approve the transfer of the Traffic Violator School Monitoring program from the Housing Authority to the Community Development Commission. (APPROVE)

18. Housing Commissioners Comments and Recommendations for Future Agenda Items

Housing Commissioners may provide comments or suggestions for future Agenda items.

Copies of the preceding agenda items are on file and are available for public inspection between 8:00 a.m. and 5:00 p.m., Monday through Friday, at the Housing Authority's main office located at 2 Coral Circle in the City of Monterey Park. Access to the agenda and supporting documents is also available on the Housing Authority's website.

Agendas in Braille are available upon request. American Sign Language (ASL) interpreters, or reasonable modifications to Housing Commission meeting policies and/or procedures, to assist members of the disabled community who would like to request a disability-related accommodation in addressing the Commission, are available if requested at least three business days prior to the Board meeting. Later requests will be accommodated to the extent possible. Please contact the Executive Office of the Housing Authority by phone at (323) 838-5051, or by e-mail at marisol.ramirez@lacdc.org, from 8:00 a.m. to 5:00 p.m., Monday through Friday.

THE HOUSING AUTHORITY OF THE COUNTY OF LOS ANGELES

MINUTES FOR THE REGULAR MEETING OF THE

LOS ANGELES COUNTY HOUSING COMMISSION

Wednesday, February 25, 2009

The meeting was convened at the Housing Authority's main office located at 2 Coral Circle, Monterey Park, California.

Digest of the meeting. The Minutes are being reported seriatim. A taped record is on file at the main office of the Housing Authority.

The meeting was called to order by Chair Severyn Aszkenazy at **12:13** p.m.

ROLL CALL

Present

Absent

Severyn Aszkenazy, Chair

X

Lynn Caffrey Gabriel, Vice Chair

X

Adriana Martinez

X

Henry Porter, Jr.

X

Philip Dauk

X

Alberta Parrish

X

PARTIAL LIST OF STAFF PRESENT:

Margarita Herrera, Director, Assisted Housing

Lois Starr, Director, Housing Development and Preservation

Maria Badrakhan, Acting Assistant Executive Director, Housing Programs

Esther Keosababian, Acting Director, Housing Management

Emilio Salas, Director, Administrative Services

GUESTS PRESENT:

Mr. Conor Weir, Project Manager of LINC Housing

Reading and Approval of the Minutes of the Previous Meeting

On Motion by Commissioner Martinez, seconded by Commissioner Gabriel, the Minutes of the Regular Meeting of January 28, 2009, were approved.

Agenda Item No. 4 - Report of the Executive Director

Margarita Lares introduced Dorian Jenkins, new Housing Authority Manager, who will be responsible for the contract maintenance unit.

Esther Keosababian introduced Marisela Crabbe as Acting Manager in the Housing Management Division.

Ms. Glover announced that Board of Supervisors approved an ordinance expanding membership of the Los Angeles County Housing Commission. It added two tenant members and one homeless or formerly homeless member. The Commission will now have 12 seats.

Ms. Glover reported that a conference call took place with HUD last week regarding the relocation of Ujima Village residents, and that HUD terminated its relocation assistance on January 23, 2009. The Uniform Relocation Act applies to the remaining 17 households. With Board approval, 90-day notices will be sent by the end of March.

Ms. Glover stated that starting next month, Maria Badrakhan will represent the Acting Executive Director at the Housing Commission meetings.

Agenda Item No. 5 – Public Comments

No Public Comments were received.

Agenda Item No. 6 - Staff Presentations

The following staff presented reports and responded to questions from the Commissioners: Geoffrey Siebens, Construction Management; Elisa Vasquez, Intergovernmental Relations/Public Information; and Marisela Crabbe and Kerrin Cardwell, Housing Management and Assisted Housing.

Regular Agenda

On Motion by Commissioner Gabriel, seconded by Commissioner Porter, and unanimously carried, the following was approved by the Housing Commission:

APPROVE AN ELEVATOR CONSULTING SERVICES AGREEMENT FOR
THE ELEVATOR MODERNIZATION OF FIFTEEN ELEVATORS AT FIVE
HOUSING AUTHORITY SENIOR HOUSING DEVELOPMENTS

(1, 4, 5)

AGENDA ITEM NO. 7

1. Recommend that the Board of Commissioners find that the approval of an Agreement to provide elevator evaluation and design consulting services is not subject to the provisions of the California Environmental Quality Act (CEQA), as described herein, because the work includes activities that will not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioners approve and authorize the Acting Executive Director to execute an elevator evaluation and design consulting services Agreement in the aggregate amount not to exceed \$375,000, and in substantially the form of the attached, and all related documents, with Integrated Design Systems Group, Inc. to

complete elevator evaluation and design services for the modernization of 15 elevators at five senior housing developments, to be effective following approval as to form by County Counsel, execution by all parties, and issuance of the Notice to Proceed, which will not exceed 30 days following the date of Board approval.

3. Recommend that the Board of Commissioners authorize the Acting Executive Director to use for this purpose \$325,000 in Capital Funds Program funds and \$50,000 in Project-Based Section 8 funds allocated by the U.S. Department of Housing and Urban Development (HUD) and included in the Housing Authority's approved Fiscal Year 2008-2009 budget; and authorize the Acting Executive Director to approve Contract change orders not exceeding \$75,000 for unforeseen project costs, using the same source of funds.
4. Recommend that the Board of Commissioners authorize the Acting Executive Director to execute amendments to the Agreement, following approval as to form by County Counsel, to extend the time of performance, at no additional cost to the Housing Authority, to allow the Consultant to perform construction observation services during the construction phase of the project.

On Motion by Commissioner Porter, seconded by Commissioner Martinez, and unanimously carried, the following was approved by the Housing Commission:

APPROVE A CONSULTING ARCHITECTURAL AND CIVIL ENGINEERING
SERVICES AGREEMENT FOR PARKING LOTS AND SIDEWALK
MODERNIZATION AT FOUR HOUSING AUTHORITY HOUSING
DEVELOPMENTS (1, 4, 5)
AGENDA ITEM NO. 8

1. Recommend that the Board of Commissioners find that the architectural and civil engineering phase of the parking lots and sidewalks modernization project at the four Housing Authority housing developments is not subject to the provisions of the California Environmental Quality Act (CEQA), as described herein, because the work includes activities that will not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioners approve and authorize the Acting Executive Director to execute an architectural and civil engineering consulting services agreement (Agreements) in an amount not to exceed \$1,600,000 and in substantially the form of the attached, and all related documents, with Integrated Design Systems Group, Inc., to complete analysis and design services for the modernization of a total of 36 parking lots and sidewalks at four housing developments, to be effective following approval as to form by County Counsel, execution by

all parties, and issuance of the Notice to Proceed, which will not exceed 30 days following the date of Board approval.

3. Recommend that the Board of Commissioners authorize the Acting Executive Director to use a total of \$1,600,000 comprised of \$1,500,000 in Capital Funds Program funds and \$100,000 in Project-Based Section 8 funds, allocated by the U.S. Department of Housing and Urban Development (HUD) and included in the Housing Authority's approved Fiscal Year 2008-2009 budget for the purposes described herein; and authorize the Acting Executive Director to approve Contract change orders not exceeding \$320,000 for unforeseen project costs, using the same source of funds.
4. Recommend that the Board of Commissioners authorize the Acting Executive Director to execute amendments to the Agreement, following approval as to form by County Counsel, to extend the time of performance, at no additional cost to the Housing Authority, to allow the Consultant to perform construction observation services during the construction phase of the project.

On Motion by Commissioner Gabriel, seconded by Commissioner Porter, and unanimously carried, the following was approved by the Housing Commission:

APPROVE THE ANNUAL PLAN FOR THE HOUSING AUTHORITY OF
THE COUNTY OF LOS ANGELES (ALL DISTRICTS)
AGENDA ITEM NO. 9

1. Recommend that the Board of Commissioners find that the activities in the attached Annual Plan for Fiscal Year 2009-2010, as described herein, are not subject to the provisions of the California Environmental Quality Act (CEQA), because they will not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioners approve the attached Annual Plan, as required by the U.S. Department of Housing and Urban Development (HUD), to update the Housing Authority's program goals, major policies and financial resources, including the Capital Fund Annual Statement and Five-Year Action Plan, the Admissions and Continued Occupancy Policy for the Conventional Public Housing Program, the Public Housing Lease Agreement, and the Section 8 Tenant-Based Program Administrative Plan.
3. Recommend that the Board of Commissioners adopt and instruct the Chairman to sign the attached Resolution approving the Annual Plan for submission to HUD, and authorizing the Acting Executive Director of the Housing Authority to take all actions required for implementation of the Annual Plan.

4. Recommend that the Board of Commissioners authorize the Acting Executive Director to execute all documents required to receive approximately \$5,847,288 in Capital Fund Program funds from HUD for resident programs, operating costs, and the rehabilitation of 1,737 housing units at eight Conventional Public Housing Program developments throughout Los Angeles County, as described in the Annual Plan.
5. Recommend that the Board of Commissioners authorize the Acting Executive Director to incorporate into the Annual Plan all public comments received and approved for inclusion by your Board; and authorize the Acting Executive Director to submit the Annual Plan to HUD by April 17, 2009.

On Motion by Commissioner Gabriel, seconded by Commissioner Porter, and unanimously carried, the following was approved by the Housing Commission:

APPROVE CONTRACT FOR MASTER PEST CONTROL SERVICES FOR
ALL HOUSING DEVELOPMENTS LOCATED WITHIN LOS ANGELES COUNTY
(ALL DISTRICTS)
AGENDA ITEM NO. 10

1. Recommend that the Board of Commissioners find that a pest control Contract is exempt from the California Environmental Quality Act (CEQA) as described herein, because the activities will not have the potential for causing a significant effect on the enforcement.
2. Recommend that the Board of Commissioners approve and authorize the Acting Executive Director to execute a one-year Contract in the amount of \$64,992 with Lone Star Termite and Pest Control Inc. to provide pest control services for 61 housing developments located within Los Angeles County, as well as the Mary B. Henry Telemedicine Center, the Bright Futures Child Care Center, and the South Scattered Sites management office.
3. Recommend that the Board of Commissioners authorize the Acting Executive Director to use for this purpose \$58,813 in Conventional Public Housing Program funds and \$3,543 in Project-Based Section 8 Program funds allocated by the U.S. Department of Housing and Urban Development (HUD), \$2,183 in Rental Housing Construction Program (RHCP) program revenue allocated by the State of California, and \$453 in General Fund Bond Fees; and authorize the Acting Executive Director to approve Contract change orders not exceeding \$19,500 for unforeseen project costs, using the same source of funds.

4. Recommend that the Board of Commissioners authorize the Acting Executive Director to execute amendments to the one-year Contract, following approval as to form by County Counsel, to extend the term of the Contract for a maximum of four years, in one-year increments, using funds to be approved through the annual budget process.
5. Recommend that the Board of Commissioners authorize the Acting Executive Director to execute all necessary administrative amendments to the Contract as well as any amendments to increase the compensation amount upon each annual renewal with an escalation percentage cap equal to the Consumer Price Index (CPI) for the County of Los Angeles determined by the U.S. Bureau of Labor Statistics, and a 30 percent contingency per year, to provide for any unforeseen needed pest control services, following approval as to form by County Counsel.

On Motion by Commissioner Gabriel, seconded by Commissioner Marinez, and unanimously carried, the following was approved by the Housing Commission:

ADOPT RESOLUTION DECLARING INTENT TO ISSUE MULTI FAMILY
HOUSING MORTGAGE REVENUE BONDS FOR MULTIFAMILY SENIOR
HOUSING LOCATED IN UNINCORPORATED EAST RANCHO DOMINGUEZ
AND IN THE CITY OF COMPTON (DISTRICT 2)
AGENDA ITEM NO. 11

1. Recommend that the Board of Commissioners find that adoption of a Resolution declaring the intent of the Housing Authority of the County of Los Angeles to issue Multifamily Housing Mortgage Revenue Bonds is not subject to the California Environmental Quality Act (CEQA) because the proposed activity will not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioners adopt and instruct the Chairman to sign the attached Resolution, as required under Treasury Regulations, declaring an intent by Compton Seniors Housing, L.P. to undertake bond financing in an amount not exceeding \$14,500,000 to finance the site acquisition and construction of Seasons at Compton, an 84-unit multifamily senior rental housing development to be located at 15810 Frailey Avenue, which is partially located in unincorporated East Rancho Dominguez and partially in the City of Compton.
3. Recommend that the Board of Commissioners authorize the Acting Executive Director to submit an application to the California Debt Limit Allocation Committee for a private activity bond allocation in an aggregate amount not exceeding \$14,500,000 for the purposes described herein.

On Motion by Commissioner Gabriel, seconded by Commissioner Porter, and unanimously carried, the following was approved by the Housing Commission:

APPROVE CONSTRUCTION CONTRACT FOR CARMELITOS SENIOR
HOUSING DEVELOPMENT EXTERIOR IMPROVEMENTS PROJECT IN LONG
BEACH (DISTRICT 4)
AGENDA ITEM NO. 12

1. Recommend that the Board of Commissioners find that the approval of a Contract for exterior improvements at the Carmelitos senior housing development is exempt from the provisions of the California Environmental Quality Act (CEQA), as described herein, because the work includes activities that will not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioners approve and authorize the Acting Executive Director of the Housing Authority to execute a Contract in the amount of \$352,552 with Tobo Construction, Inc. to complete exterior improvements at the Carmelitos senior housing development, following approval as to form by County Counsel and to be effective upon issuance of the Notice to Proceed, which will not exceed 30 days following the date of Board approval.
3. Recommend that the Board of Commissioners authorize the Acting Executive Director to use a total of \$352,552 in Capital Fund Program funds allocated by the U.S. Department of Housing and Urban Development and included in the Housing Authority's approved Fiscal Year 2008-2009 budget for the purposes described herein; and authorize the Acting Executive Director to approve Contract change orders not exceeding \$70,510 for unforeseen project costs, using the same source of funds.

On Motion by Commissioner Porter, seconded by Commissioner Martinez, and unanimously carried, the following was approved by the Housing Commission:

HOUSING COMMISSION TRAVEL POLICY
AGENDA ITEM NO. 13

1. Revise the Travel Policy to read as follows:

Within five (5) days of returning from the authorized business trip, the Housing Commissioner shall submit original travel receipts to the Housing Authority's designated staff, who shall promptly prepare the Travel Expense Report. Staff shall determine if the Housing Authority is to reimburse the traveler, or if the Housing Authority is due a refund for advances that exceed expenses. The completed Travel Expense Report

will be transmitted to the Housing Commissioner for signature. If money is due the Housing Authority, the traveler shall submit a check, payable to the "Housing Authority of the County of Los Angeles", within 5 days of receiving the completed Travel Expense Report.

If original receipts are not submitted or a refund check is not received within the specified timeframe, the Housing Authority will issue an IRS Form 1099-MISC (Miscellaneous Income) in the amount of the advance at the end of the calendar year.

The Housing Commissioner's signature on the Travel Expense Report certifies that all claimed expenses were incurred in connection with Housing Commission business. Only legitimate travel-related expenses can be claimed (e.g. meals, taxi fare to a meeting location or to or from the airport, etc.). Reimbursements are not provided for expenses unrelated to the purpose of the trip (e.g. Tee-shirts, souvenirs, dry cleaning and other non-essential items).

- 2) Direct Housing Authority staff to make the changes effective the date of Commission approval and to implement the new procedures immediately.

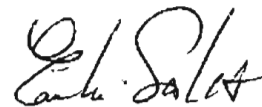
Agenda Item No. 14 – Housing Commissioner Comments and Recommendations for Future Agenda Items

Commissioner Porter asked several questions about the Family Self-Sufficiency Program, and Assisted Housing staff responded.

Commissioner Gabriel suggested establishing a public relations campaign in the Lancaster area to address reports that the County is "dumping" Section 8 tenants in the area. Commissioner Aszkenazy added that perhaps our message should be that we are being part of the solution by stabilizing the communities that are experiencing high foreclosure rates.

On Motion by Commissioner Porter the Regular Meeting of February 25, 2009, was adjourned at 2:25 p.m.

Respectfully submitted,


for CORDE D. CARRILLO
Acting Executive Director
Secretary –Treasurer

NEWS ARTICLES

Housing Affairs Letter Stories posted week of 3/14/09 - 3/20/09

Heard at HUD

Phony HUD Web Site Steals Identity

A web site designed to look like an official HUD web page is designed to steal identities of those who think they are inquiring about mortgage relief. The site apparently has been removed but there is no assurance it will not reappear.

Some HUD regional offices issued warnings, particularly in California and Hawaii. But HUD central avoided publicizing the issue, saying the Federal Trade Commission and HUD Inspector General have been investigating the operation.

The site address, <http://bailout.hud-gov.us/>, is on its face a phony web address. HUD's official address is <http://www.hud.gov/> and any variation is phony, say HUD officials.

In a statement from HUD's San Francisco regional office, officials say homeowners increasingly are becoming the target of scammers and con artists "trying to loot families of their bank accounts with phony promises to avoid foreclosures."

HUD officials in some regions are warning homeowners in trouble and seeking help to contact a local HUD-approved housing counseling agency instead of firms offering foreclosure assistance for a price.

Among the scams employed so far are:

- Foreclosure prevention specialist. The person is a phony counselor who charges high fees with no resulting action, thereby delaying legitimate help for a beleaguered homeowner.
- Lease/buy back: Homeowners are deceived into signing over a deed in exchange for remaining in the home as a renter until able to repurchase it. The terms never are in the homeowner's favor.
- Bait-and switch: Homeowners believe they are signing documents to update the mortgage. Instead they're signing over their deed and are unaware of the scam until they receive an eviction notice.
- Equity skimming: Scammer promises to pay off the mortgage or provide cash when the property is sold. The scammer then rents the house until it is foreclosed and the homeowner is left with the financial obligation.

03/20/2009 12:34 PM

Bonuses For HUD Senior Executives

Members of HUD's Senior Executive Service (SES) are waiting for a bonus windfall now that the FY 2009 Omnibus Appropriations Bill is in force. Before the

Bush administration departed Jan. 20, officials authorized the bonuses for career SES executives for doing their jobs.

Unless the Obama administration calls for a review of the bonuses, each eligible executive will receive a minimum of \$10,000 with the senior execs in SES receiving \$17,000 each.

Meanwhile, frontline GS level supervisors and rank-and-file workers, those who back up SES performance portfolios, were barred from earning overtime pay, credit hours or compensatory time during the nearly six months the FY 2009 stopgap spending law was in effect.

03/20/2009 12:37 PM

Henriquez Likely PIH Chief

Long-time Boston Housing Authority (BHA) Director Sandra Henriquez likely will be named by President Barack Obama to head HUD's Office of Public & Indian Housing (PIH). The position as assistant secretary is political and requires Senate confirmation.

Sources tell *HAL* that Henriquez tops Obama's list for PIH possibilities and she is backed by political heavies such as Massachusetts Gov. Deval Patrick (D), House Financial Services Chairman Barney Frank (D-MA) and Boston Mayor Thomas Menino (D).

Known for her talents working with fractious groups and her take-no-prisoner approach to problems and issues, Henriquez has headed BHA since 1996 and is president and a board member of the Council of Large Public Housing Authorities (CLPHA). She wears two administrative hats, as BHA director and as Chief of Public Housing for the City of Boston, a city Cabinet position.

If appointed, Henriquez would step into an office largely a HUD stepchild for years now, overshadowed by the Federal Housing Admin. and the scramble to restore its prominence in the home mortgage arena. PIH appointments in recent years have been considered weak compared with other HUD administrative division chiefs.

Sources describe Henriquez as no wilting violet, as someone who would take charge of a situation before she gets through the door. Aside from her dual housing role and position with CLPHA, Henriquez is a trustee with New England Baptist Hospital, director of the Boston YWCA, and a director of the Citizens Housing & Planning Assn.

03/20/2009 12:42 PM

Solution For HUD Secretary Portraits

HUD officials have arrived at a solution on how to display those expensive portraits of HUD secretaries that former Secy. Alphonso Jackson commissioned

before he was ousted under a cloud of corruption suspicion a year ago -- hang them where no one but special HUD guests can see them.

The portraits -- five of them cost taxpayers \$100,000 -- are displayed in the 10th-floor inner-sanctum of the department's secretary. A visitor must be invited to the fortress, submit to security screening at the entrance, follow the directions of a public relations escort and get past another guard post on the top floor to view the government masterpieces.

Originally, the portraits of the 13 secretaries (Steven Preston didn't sit for a portrait before his January departure after seven months on the job and Shaun Donovan is too new to have time for a portrait sitting) were to be hung in HUD's new cafetorium, the cafeteria/auditorium combo that Jackson ordered for more than \$7 million.

But controversy surrounding payment for the portraits and Jackson's troubles and his photographic self-absorption prompted officials to seek a more obscure setting for the display. They apparently determined there was no area of the building more obscure than the stillness of the secretary's office cluster.

03/20/2009 12:40 PM

Turmoil Simmers Over Leadership

Although HUD Secy. Shaun Donovan has been at the department's helm since Jan. 20, there is little evidence of his administrative presence while a low-level career employee runs the day-to-day operations, sources tell *HAL*. President Barack Obama is keeping Donovan on the road, selling the administration's governing plans. It normally is a presidential prerogative but generally after the department administrative lineup is in place.

So far, no assistant or deputy secretary has been confirmed although two have been nominated. With the Senate Banking Committee at loggerheads with the mortgage and financial crises and its chairman, Christopher Dodd (D-CT) trying to salvage his reputation, there appears little chance that the committee will consider nominations any time soon. There have been no nomination hearings since five days before President Barack Obama's inauguration and the subject of nominations has surfaced only once since then, during a Feb. 10 executive session discussion.

Meanwhile, Ron Sims, King County (WA) executive, waits for his opportunity before the committee as Obama's choice to be deputy secretary. Peter Kovar, the longtime chief aide to House Financial Services Chairman Barney Frank (D-MA), similarly awaits his appearance in the Senate Banking Committee's dock as nominee to head HUD's Congressional & Intergovernmental Affairs Office. And Raphael Bostic prepares to court committee members as the nominee to be assistant secretary for Policy Development & Research. The three nominees are the only HUD political appointees two months into the new administration.

Carol Galante, Obama's nominee as deputy secretary for multifamily housing

programs, doesn't require Senate confirmation (*see separate nomination story this issue*).

Consequently, a second-level lawyer runs HUD's daily operations in addition to serving as acting general counsel. Linda Cruciani, deputy general counsel, was handed the responsibility through HUD's succession policy developed after the 9/11 terrorist attacks. Cruciani is a leftover Republican career Senior Executive Service (SES) appointee backed by former Sen. Elizabeth Dole (R-NC).

While Cruciani has no official policy powers, she is arranging travel for HUD field office lawyers to attend training sessions in Washington even though no general counsel has been nominated, let alone confirmed. Sources tell *HAL* the costly travel sessions will be duplicative because they will have to be repeated when a new senior lawyer is in place.

03/20/2009 12:39 PM

Public Housing

Foreclosed Homes For Public Housing

Massachusetts: New Bedford heralds a housing plan which likely will be applied nationwide -- convert foreclosed houses into affordable housing for low-income families. Houses will be upgraded before families holding Sec. 8 housing vouchers are allowed to move in.

Officials leading the effort claim the move will keep houses out of the hands of speculators who might be tempted to limit renovations or keep homes vacant until home prices recover.

The Massachusetts Foreclosed Properties Initiative takes advantage of the new Neighborhood Stabilization Program (NSP), designed in the Neighborhood Stabilization Act of 2008. Title III of the Housing & Economic Recovery Act (PL 110-289), is financed with \$4 billion to allow communities to purchase abandoned and foreclosed properties to swiftly return them to tax rolls and keep neighborhoods viable.

Under the New Bedford plan, the state Dept. of Housing & Community Development awards a \$300,000 grant to nonprofit Citizens Housing & Planning Assn., which will act as a clearinghouse, connecting community groups with banks that own foreclosed homes. The groups then can purchase houses with NSP aid, upgrade them and make them available to low-and moderate-income families.

03/20/2009 12:13 PM

Ex-Section 8 tenant found guilty of fraud

*This story appeared in the Antelope Valley Press
Wednesday, March 25, 2009.*

By DAISY RATZLAFF
Valley Press Staff Writer

LANCASTER - An Antelope Valley jury found a former recipient of a Section 8 rental subsidy in Palmdale guilty of three felony counts for failing to disclose that her boyfriend lived with her, authorities said Tuesday.

In the first Antelope Valley trial in which a former Section 8 recipient was accused of perjury for failing to disclose who was living in the home and their income, Maricella Chavez was convicted of perjury, grand theft and welfare fraud.

"This sets a good standard for the all the remaining cases," Los Angeles County Housing Authority investigator Gary Brody said after the verdict, which came after less than six hours of deliberation following a six-day trial.

In 14 other Section 8 perjury cases in Palmdale, the defendants pleaded no contest or guilty before going to trial. Another 12 Palmdale cases are pending.

Chavez was accused of letting her boyfriend, the father of her three children, live in her 27th Street East home without informing Housing Authority officials. The boyfriend's mother testified during the trial that he lived with her at another Palmdale home, officials said.

Investigators, however, said they discovered evidence that indicated the boyfriend lived with Chavez, who had been receiving Section 8 aid since 2000. The boyfriend gets Social Security income, investigators said.

"All his cars, his boat, his motorhome and their SUV - all that stuff is there, everything is there where she is," said Brody. "All his DMV and all his registration, however, is to another address. According to witnesses, though, nobody lives at that address. People just come and go once a month, which is consistent with picking up checks or whatever.

"I think we were able to prove to the jury that he doesn't live where he claims he lives."

Officials began investigating Chavez after the Housing Authority's fraud hotline last August received a call stating that Chavez and her children were rarely seen at her home, but that several men were there, along with a motorhome, a boat and trailer, and several other vehicles, officials said.

dratzlaff@avpress.com

The West Ranch Beacon Wed 25 Mar 2009

Knabe asks for Plan to use Homeless Funds provided by the Federal Stimulus Package



Posted by admin under County of LA

Supervisor Don Knabe today directed the County's CEO to develop a comprehensive plan to utilize millions of dollars in homeless prevention funds that could flow to the County of Los Angeles as a piece of the Federal Stimulus Package.

Over \$12 million will be made available to the County for homeless prevention programs, as part of the American Recovery and Reinvestment Act. To be eligible, the County must submit a plan to the U.S. Department of Housing and Urban Development (HUD) by May 18, 2009 on the best use of the funds.

HUD has encouraged local governments to use these funds to support existing homeless prevention activities. Supervisor Knabe has asked the CEO to focus on programs that would complement the County's current homeless prevention strategies, including focusing on vulnerable and at-risk populations throughout the County.

"We need to develop the most effective ways of putting these resources to work in benefitting County residents at highest risk of homelessness, and we need to move quickly," said Supervisor Knabe. "The plan should be innovative without creating a new bureaucracy, and it should be mindful of the one-time nature of these funds."

Mayor Parris demands Section 8 cut in half

City responds with ordinance requiring landlords pay costs

*This story appeared in the Antelope Valley Press
Thursday, March 26, 2009.*

By BOB WILSON
Valley Press Staff Writer

LANCASTER - Displeased with a recommendation opposing his 2008 election campaign plan to have the city seize control of local Section 8 housing rentals, Mayor R. Rex Parris on Tuesday demanded a new plan to cut the number of such rentals in half.

In response, city staff promised the mayor a new ordinance that will require Section 8 landlords to begin paying the city's cost of policing their tenants.

Also, a Section 8 Commission established by Parris in September will be renamed and turn its attention to ratcheting up public pressure on the government agencies in control of the Section 8 program.

Those agencies have allowed Lancaster to house about 2,300 Section 8 users, or about twice as many per 1,000 residents living in other areas of Los Angeles County.

Lancaster's requests to have that number capped have drawn no response from federal officials, City Manager Mark Bozigian said.

"I'm tired of working with these (officials)," Parris said. "I want to see those numbers drop.

"It's been a year that we've been talking about it. It's been a year that they've been ignoring us," he said. "What I'm unwilling to do is talk about this anymore. ... We know as much as we need to know."

Parris then asked Bozigian to identify a specific number of Section 8 users to be eliminated as residents.

"When can I have that number? When can you present something to the council that this will be the goal of the city?" the mayor asked.

"If we had 100,000 citizens writing letters about this, something would happen,"

Parris said.

"Our initial goal is to get down to the county average, which is half of what we have right now," Bozigian said.

To accomplish that, he will renew efforts to have federal Housing and Urban Development officials cease authorizing new rentals with Section 8 assistance, he said.

The next step will be to have investigators find renters who are violating Section 8 policies so their vouchers can be revoked, the city manager said.

Vice Mayor Ron Smith suggested creating a new "pay to play" ordinance requiring landlords with Section 8 tenants to reimburse the city for expenses incurred in relation to their rentals.

"It costs this city to hire investigators" to ensure adherence to federal program policies and rules, Smith said. "I say we pass an ordinance, and direct the city attorney to start working on it ... to put the costs on the landlord."

Parris concurred, saying, "Let's make Lancaster the most expensive city in America to have a Section 8 house."

City Attorney Dave McEwen said he would work to bring such an ordinance for consideration at the council's first meeting in May.

Bret Banks, chairman of the Section 8 Commission, said the panel's new mission would include tallying the number of "subsidized homes" throughout Lancaster, including not only Section 8 rentals but group homes and sober-living homes.

Norm Hickling, field representative for 5th District county Supervisor Michael D. Antonovich, said the county has audited its housing assistance program to make sure Section 8 vouchers were not increasing the cost of rents for non-recipients.

Hickling also said Antonovich is working on a plan to help the Antelope Valley with its abundance of Section 8 recipients.

Details about the plan will be announced in coming weeks by the supervisor, Hickling said.

Essentially, the plan "is really going to come down to zero-tolerance for fraud at subsidized housing, rental housing or any kind of housing whatsoever," he said.

"We've outlined an agenda for the (county) Housing Authority that we want to see so that from a regional approach we are going to address this problem," Hickling said.

Councilwoman Sherry Marquez, who was named by Parris to lead the council's crackdown on Section 8, said she was "very bummed that we were not going to take over Section 8 and run it ourselves."

"It's really frustrating that Section 8 is really driven by people who come in and purchase properties just to turn them around and make them Section 8, and that there was nothing we could do to actually stop them," Marquez said.

However, "I'm very excited" about Smith's proposal to make such buyers reimburse the city, she said.

The Section 8 Commission, now to be called the Lancaster Neighborhood Vitalization Commission, will work to see that the city only has its share, and no more than its share of Section 8 users, Marquez said.

Real estate brokers who help investors purchase homes for Section 8 rental purposes should be penalized for doing so, Parris said.

"It seems to me that we should start identifying people who are profiting from this, and they are not our friends," he said. "We should call them what they are: They are the enemy. They are destroying our community."

Councilman Ken Mann said any steps taken by the city should not penalize elderly renters who are good citizens but need Section 8 to make ends meet.

The staff's recommendation against having the city establish an agency to oversee Section 8 rentals was based on information in a study undertaken for Lancaster and Palmdale.

"One assumption going into the study was that Lancaster could automatically assume budget authority for all local vouchers if a public housing authority was established," noted Elizabeth Brubaker, the city's housing and neighborhood revitalization director.

To obtain control of the local Section 8 program, Lancaster would need a contract from the federal Department of Housing and Urban Development and an agreement to have Los Angeles County surrender control and funding, the report noted.

HUD has entered into no such contracts since 2001, and L.A. County would have to

give up about \$35 million, Brubaker said.

Of the 20,000 voucher users in the county, about 2,300 recipients are putting those vouchers to use in Lancaster and about 1,300 are doing so in Palmdale.

bwilson@avpress.com

ANTELOPE VALLEY PRESS
MARCH 27, 2009

Deputies arrest 19 in area sweep

By DAISY RATZLAFF
Valley Press Staff Writer

LANCASTER — Nineteen people were arrested on felony charges and nine firearms seized in the Antelope Valley during Wednesday's early-morning countywide probation sweep, authorities said Thursday.

Five people were arrested on misdemeanor charges and two for immigration law violations, said Deputy Kevin Percy of the Community Oriented Policing Services Bureau and Lancaster's High Impact Team. Deputies also reported two Section 8 rental-subsidy recipients to Los Angeles County Housing Authority officials on suspicion of violating the program's regulations.

Six felony arrests, one misdemeanor arrest

and the two Section 8 termination referrals were made in Lancaster, deputies said. Deputies in the Lake Los Angeles area made one felony arrest and one immigration violation arrest. In Palmdale, there were 12 felony arrests, four misdemeanor arrests, and one immigration violation arrest, authorities said.

Deputies in Palmdale confiscated nine firearms.

Countywide, law enforcement officials arrested 46 people on suspicion of various crimes and 24 people for probation and parole violations, sheriff's officials said. Wednesday's effort targeted gang members who have been convicted of vandalism, graffiti and other gang-related crimes.

Thirty teams, including the Sheriff's Department Operation Safe Streets, or OSS; High Impact Team, or HIT; Gang Enforcement Team, or GET; and the Community Oriented Response and Enforcement, CORE, searched 165 locations in Lancaster, Palmdale Santa Clarita, Lost Hills, Crescenta Valley, Altadena and Temple station areas, authorities said.

Pasadena, Glendale, Burbank and California Highway Patrol agencies also participated, in addition to Immigration and Customs Enforcement, Los Angeles County Housing Authority and Probation Department as well as Department of Children and Family Services.

dratzlaff@antpress.com

ANTELOPE VALLEY PRESS
MARCH 27, 2009

Former Section 8 recipient plans appeal

By DAISY RATZLAFF
Valley Press Staff Writer

PALMDALE — A former Section 8 rent-subsidy recipient, who was found guilty of three felony counts for failing to disclose that her boyfriend lived with her, said Thursday she did not receive a fair trial and is going to appeal.

On Tuesday, an Antelope Valley jury convicted Mariella Chavez of Palmdale of perjury, grand theft and welfare fraud after she was accused of perjury for failing to disclose who was living in the home and their income. The verdict, which was reached in less than six hours of deliberation following a six-day trial, included acquittal

of a second perjury charge.

"Everything is so untrue. He doesn't live here, he never lived here. He is not even my boyfriend, just the father of my children," Chavez said Thursday in a phone interview. "He has his own house and all his cars are there. The boat is mine, the SUV is mine. It was not a thorough investigation."

In 14 other Section 8 perjury cases in Palmdale, the defendants pleaded no contest or guilty before going to trial, sheriff's deputies say. Another 12 Palmdale cases are pending.

Chavez was accused of letting her boyfriend, the father of her three children, live in her 27th Street East home without informing Housing

Authority officials.

Investigators said the vehicles and clothing at the home indicated the boyfriend lived with Chavez, who had been receiving Section 8 aid since 2000. The boyfriend gets Social Security income, investigators said.

Officials began investigating Chavez after the Housing Authority's fraud-hot line last August received a call stating that Chavez and her children were rarely seen at her home, but that several men were there, along with a motorhome, a boat and trailer, and several other vehicles, officials said.

dratzlaff@avpress.com

Section 8 verdict vital for enforcement

The first Antelope Valley trial ever for a defendant accused of felony perjury in a Section 8 housing case ended Tuesday with the jury finding the defendant guilty on three counts.

This is important because a defeat could have derailed continued efforts to root out fraud that exists in the program.

Section 8 is a federal program administered here by Los Angeles County, and, as we often remind readers, it is designed to be a short-term measure for people in dire straits. It has a waiting list of sometimes elderly and disabled people hoping to get a spot, so fraud—in addition to stealing tax-

payer money—also is depriving a more deserving person of a place in the program.

So any defense of the guilty cheaters will receive little sympathy from local authorities or the editorial board of this newspaper.

To receive a rent subsidy, candidates must fill out applications, under the penalty of perjury, relating to their income, any criminal history, and any criminal history of people who will be living in the house.

You can't have a record, you can't let felons live with you, you can't do drugs, and you can't make more than a certain amount and still qualify. The rules are not in

Editorial

FOCUS: Prosecutors scored an important victory this week with a guilty verdict on felony perjury charges against a Palmdale woman who lied about her living arrangements in order to receive a Section 8 housing subsidy.

the least demanding. And, since there's only one way to find out if you're complying, you have to agree to occasional inspections by housing investigators.

Because investigators do not

know what they will confront, especially when acting on tips of gang activity or drug-dealing going on at a home, they are accompanied by sheriff's deputies when they go on their rounds. If you don't like the rules, don't apply.

Responding to tips, investigators found that Mariocella Chavez was allowing her boyfriend, the father of her three children, to live in the Palmdale home she was renting, though he was not on the lease and they learned that he gets Social Security income. In other words, paying for their own place, Chavez left him off the lease, knowing they wouldn't get the place if he was

listed on it. That's called fraud. Chavez was charged with perjury and found guilty. For her part, Chavez said she received an unfair trial and plans to appeal.

About a year ago, the county started charging people who lied on their applications with felony perjury, and in the 14 other cases so far, all had pleaded guilty and received probation and restitution.

Had this defendant gone to trial and been acquitted, other defendants might get the idea they could do the same and that lying on your Section 8 application is no big deal.

It is a big deal. The felony convictions are the proof.

Section 8 verdict vital for enforcement

*This story appeared in the Antelope Valley Press
Saturday, March 28, 2009.*

The first Antelope Valley trial ever for a defendant accused of felony perjury in a Section 8 housing case ended Tuesday with the jury finding the defendant guilty on three counts.

This is important because a defeat could have derailed continued efforts to root out fraud that exists in the program.

Section 8 is a federal program administered here by Los Angeles County, and, as we often remind readers, it is designed to be a short-term measure for people in dire straits. It has a waiting list of sometimes elderly and disabled people hoping to get a spot, so fraud - in addition to stealing taxpayer money - also is depriving a more deserving person of a place in the program.

So any defense of the guilty cheaters will receive little sympathy from local authorities or the editorial board of this newspaper.

To receive a rent subsidy, candidates must fill out applications, under the penalty of perjury, relating to their income, any criminal history, and any criminal history of people who will be living in the house.

You can't have a record, you can't let felons live with you, you can't do drugs, and you can't make more than a certain amount and still qualify. The rules are not in the least demanding. And, since there's only one way to find out if you're complying, you have to agree to occasional inspections by housing investigators.

Because investigators do not know what they will confront, especially when acting on tips of gang activity or drug-dealing going on at a home, they are accompanied by sheriff's deputies when they go on their rounds. If you don't like the rules, don't apply.

Responding to tips, investigators found that Maricella Chavez was allowing her boyfriend, the father of her three children, to live in the Palmdale home she was renting, though he was not on the lease and they learned that he gets Social Security income. In other words, with his income, they ought to be paying for their own place. Chavez left him off the lease, knowing they wouldn't get the place if he was listed on it. That's called fraud.

Chavez was charged with perjury and found guilty. For her part, Chavez said she received an unfair trial and plans to appeal.

About a year ago, the county started charging people who lied on their applications with felony perjury, and in the 14 other cases so far, all had pleaded guilty and received probation and restitution.

Had this defendant gone to trial and been acquitted, other defendants might get the idea they could do the same and that lying on your Section 8 application is no big deal.

It is a big deal. The felony convictions are the proof.

Company gets \$750,000 for Section 8 work

*This story appeared in the Antelope Valley Press
Wednesday, April 1, 2009.*

By JAMES RUFUS KOREN
Valley Press Staff Writer

LOS ANGELES - With the county housing authority struggling to meet federal requirements, county supervisors approved paying a private company more than \$750,000 to verify that thousands of county residents still meet requirements for Section 8 rental subsidies.

The housing authority is required to check annually to see that Section 8 vouchers holders meet income and other program requirements.

But the agency has been chronically late in performing those checks - a major sticking point in federal reports that have chastised the county's handling of the federally funded Section 8 program.

The county will pay McKay Management Services, a firm that has worked with housing authorities in Chicago, Miami and other cities, to do a full third of checks due in 2009.

Housing authority officials say they need the extra help because inspections were slowed down by staff retraining last year.

"It took two months to go through retraining," said Maria Badrakhan, the county's acting executive director in charge of Section 8 and public housing. "Then, later on, there was more delay."

The county housing authority received low marks from federal Department of Housing and Urban Development reports that looked at the agency's handling of the Section 8 program in the 2005-06 and 2006-07 fiscal years.

In both of those years, the housing authority failed to do yearly checks on the eligibility of many Section 8 voucher holders.

But the agency's attempt to fix problems from those years appears to have led to the agency's current backlog of eligibility checks.

In June 2008, the housing authority told county supervisors that it was up-to-date on eligibility checks, although it may have had a small backlog, Badrakhan said.

But by January, the agency was behind on 11% of its checks.

Badhrakhan said housing authority workers were hamstrung when the agency installed a new computer system - one that, unlike the old system, could work with a related federal computer

system.

"The staff had to be retrained," Badrakhan said. "There was a learning curve for the first couple of months."

By August, two months after the new system was installed, the agency was late on doing 1% of Section 8 eligibility checks.

Meanwhile, the housing authority was changing the way it handles cases. In the second half of last year, the agency went from a "functional" approach - a kind of assembly line, where several agency employees would work on different parts of an individual Section 8 voucher holder's case - to a case-management approach, in which a single employee is responsible for all aspects of a case.

↘ Badrakhan said that change should ultimately make the agency faster and more efficient, but that retraining staff, again, delayed eligibility checks.

A February report showed the agency was behind on 10% of eligibility checks.

About 8,200 checks need to be completed by June 30, and another 5,400 will be due in July, August and September, according to a report to the Board of Supervisors on Tuesday.

↘ Badrakhan said McKay Management - which will be paid \$107.41 for each eligibility check it completes - will work on some of the checks due by June 30, but will focus mostly on the checks due later in the summer.

She also said the agency doesn't plan to use McKay Management after September.

"That's the intention - that we will all become proficient, that the staff will gain enough experience by June," she said. "It should be pretty fluid by then. The intent is to use them to get us through September and that's it."

jkoren@avpress.com

Section 8 house owner arrested

*This story appeared in the Antelope Valley Press
Thursday, April 2, 2009.*

By DAISY RATZLAFF
Valley Press Staff Writer

PALMDALE - Now here is a Section 8 arrest with a twist.

A 58-year-old man was charged with one count of grand theft after he allegedly rented out his Section 8 home to his own wife, but in reality lived in the home without her, sheriff's officials said Wednesday.

The man, identified as Thomas McGee, was taken into custody after deputies of the Palmdale Partners Against Crime team served a search warrant Monday morning and found him living in the house in the 5700 block of Saint Laurent Drive, Sgt. Kyle Bistline said. McGee's wife, Yunenea Smith, was living in the Los Angeles area, Bistline said.

"He admitted to deputies that she moved out in January," Bistline said.

The investigation was part of an ongoing effort by Partners Against Crime deputies and Los Angeles County Housing Authority investigators to identify people who committed fraud to obtain aid through the federal Section 8 rental subsidy program or who are breaking Section 8 rules by taking in unauthorized tenants, selling drugs, or other violations.

"This is the second owner that we had that was living in his own house," Bistline said.

Smith's rent was being paid to McGee through the Section 8 program, Bistline said.

Smith was supposed to pay \$480 a month as her share of the rent, while McGee received \$630 a month from the Los Angeles County Housing Authority, Bistline said.

McGee and his wife had been living together in the house, which is in a neighborhood near Avenue R and 60th Street East, before she moved out in January, Bistline said.

McGee, who owns his own music and production company, bought the house at the end of 2005 or early 2006 and put his wife down as a renter since she has a different last name, the sergeant said.

Smith has been charged with two counts of perjury, one count of grand theft and one count of welfare fraud.

McGee was booked Monday at Palmdale Sheriff's Station on \$20,000 bail and was released the next day, sheriff's records show.

OMB Rejects Gov's Proposal to Pay Off State Debt With Recovery Funds

Despite an application that lists "other (please describe)" and "undetermined" as possible categories for fund use, Office of Management and Budget Director Peter Orszag has made it clear that governors cannot use recovery dollars to pay off state debt, despite the vagaries of some applications.

Orszag's clarification came in response to a request from Gov. Mark Sanford, R-S.C., to use money from his state's share of the State Fiscal Stabilization Fund to pay off debt.

That fund will see \$48.6 billion distributed by the Department of Education primarily to fund elementary, secondary, post-secondary and early childhood education programs. The language of the Recovery Act requires that 81.8 percent of funds be used for those purposes and to focus on four specific initiatives within those areas. States must use stabilization funds to: "make progress toward rigorous college- and career-ready standards and high quality assessments that are valid and reliable for all students; establish pre-K to college and career data systems that track longitudinal progress and foster continuous educational improvement; make improvements in teacher effectiveness and in the equitable distribution of qualified teachers between high- and low-poverty schools; and provide intensive

See *OMB Rejects Waiver*, p. 2

HUD Funding Announcements

* HUD Makes Two Major Funding Announcements

Coming on the heels of its announcement that it has awarded \$731 million to 48 states to help local communities hard-hit by the foreclosure crisis, the Department of Housing and Urban Development also recently announced that local housing authorities can begin spending nearly \$3 billion in Recovery Act funds.

HUD Secretary Shaun Donovan gave the final word to Public Housing Agencies on March 24 that they can begin spending their share of \$2.9 billion made available by the American Recovery and Reinvestment Act, Pub. L. 111-5, to rehabilitate public housing.

"President Obama has given us the mandate to put this money to work quickly so it can make a real difference in the lives of Americans," Donovan said. "HUD is working overtime to get this money to our housing authorities so they can repair and produce critically needed affordable housing, create jobs and improve the quality of life for their residents."

See *HUD Funding*, p. 3

Also in This Issue

NEA Offers 150 Awards to Support Local Arts and Culture	2
SAMHSA Offers \$8.1M in Offender Reentry Grants	4
DOE Accepting Applications for \$3.2 Billion in Energy Block Grants to State, Local Governments	6
Local/State Grant & Regulation Alert	7

Practice Tools

Grantseeking Quicktips: "Recovery Applications May Overwhelm Grants.gov, OMB Warns." Fearing the expected inundation of grant applications for federal recovery dollars may overwhelm Grants.gov, federal agencies are looking for alternatives to the system as they begin awarding funds to state and local governments. 5

Conference Alert

Don't miss Thompson's April 28 audio conference, "Managing Federal Grants and Subgrants Under the Recovery Act - What You Need to Know." The American Recovery and Reinvestment Act has started to kick in and a big part of the federal spending it mandates is in federal grants and subgrants. This conference will provide an up-to-date snap-shot of what grantees, subgrantees and their independent auditors will be expected to do in the weeks and months ahead to manage the high profile awards that are being made under the Recovery Act.

Visit www.thompsoninteractive.com or call 800-925-1878 for more information and to register. And, if you can't find time to listen, pick up a CD of the audio conference by calling 800-925-1878.

Contact Us

Customer Service: 800-677-3789
Online: www.thompson.com
Editorial: 202-872-4000

HUD Funding (cont. from p. 1)

The top priority for these funds is for PHAs to rehabilitate vacant public housing units, making improvements ranging from constructing roofs to replacing plumbing and electrical systems to make the homes more energy efficient. The awards were made to PHAs in all 50 states, the District of Columbia, Puerto Rico and the U.S. Virgin Islands.

All PHAs must obligate 100 percent of their HUD funds within one year or the money will be redistributed to other communities that are better equipped to spend the money quickly. At least 60 percent of the funds must be spent within two years, and the total award must be spent within three years. Any funds remaining after that time will be redistributed by HUD.

In addition to the \$3 billion PHAs were awarded based on a pre-existing formula, HUD anticipates making an additional \$1 billion available in the coming weeks through a competitive application process.

The week before announcing the PHA funding release, Donovan visited Los Angeles with President Barack Obama to announce \$731 million in Neighborhood Stabilization Program funds that will serve as emergency assistance to neighborhoods with escalating foreclosure rates and declining home values. Using the federal dollars, communities will be able to purchase and redevelop properties that might otherwise remain abandoned.

Speaking alongside Obama on March 19, Donovan addressed the necessity of programs like NSP, particularly in large states like California, which will receive \$145 million to help stabilize its housing market.

"Our goal is to help communities throughout California turn these houses into homes again," Donovan said. "California is clearly struggling with a brutal foreclosure crisis and we must make every effort to help communities prevent these foreclosed properties from becoming a source of neighborhood blight."

In addition to California, other states receiving large shares of the total money available are Michigan, which will get more than \$98 million, and Indiana, which is set to get \$83.8 million.


NSP is authorized under the Housing and Economic Recovery Act of 2008, which provides nearly \$4 billion for states

and some local communities with dramatically high foreclosure and property abandonment rates. With the money, state and local governments are able to purchase foreclosed properties at a discount and then maintain or rehabilitate them so that they do not fall into disrepair. They can then provide down payment assistance on the properties to low- and moderate-income homebuyers. All of the beneficiaries of these grants must not have household incomes that exceed 120 percent of their community's median income.

State and local governments can also use the money to create "land banks" of abandoned property, particularly in urban areas, to assure vacant lots do not become magnets for criminal activity.

In addition to the newly announced funding for NSP, HUD received \$2 billion for the program from the recently passed American Recovery and Reinvestment Act. A funding notice will be issued for that application process no later than May 3, HUD reports. The Recovery Act awards will be available to state and local governments as well as nonprofit organizations acting as a single applicant or multiple nonprofits applying as a consortium.

Need more information?

To read the full HUD release and to see the funding breakdown for NSP, go to: <http://www.hud.gov/news/release.cfm?content=pr09-025.cfm>. To see a list of PHA grantees, go to: <http://www.hud.gov/offices/pih/programs/ph/capfund/grants/arra/index.cfm>. 

Editorial Advisory Board

LARRY BLACKSTAD Consultant Blackstad Consulting Minnetonka, Minn.	DONNA GASSIE Director of Grants Management Virginia Tobacco Settlement Foundation Richmond, Va.	DON BERKHEIMER Founder Grants Management Systems Silver Spring, Md.
DAVID CASSIDY Vice President Turner Consultant Group Washington, D.C.	ELIZABETH GOMBASH Asst. Vice President of Resource Development Valencia Community College Orlando, Fla.	MERRIL OLIVER Deputy Director Maryland Governor's Grants Office Annapolis, Md.
DAVID CREED Executive Director North Delta (La.) Regional Planning and Development District Monroe, La.	ROD HELM Managing Partner Grant Writing USA Las Vegas, Nev.	RICHARD SOLLOWAY President Solloway & Associates Silver Spring, Md.
SANDRA SWAB Grants Consultant Bethesda, Md.	ED LEVIN Legal Consultant Washington, D.C.	JOE TRACHTENBERG, Ph.D. Office of County Manager Fulton County Government Atlanta, Ga.
REBECCA SPITZGO Associate Administrator HRSA Office of Performance Review Washington, D.C.	GLEND A O'NEAL Grants Writer/Consultant Glenda O'Neal LLC Maineville, Ohio	GAIL VERTZ Executive Director American Association of Grants Professionals Kansas City, Kan.

County fined for violation

*This story appeared in the Antelope Valley Press
Wednesday, April 8, 2009.*

By JAMES RUFUS KOREN
Valley Press Staff Writer

LOS ANGELES - Years after authorities reported problems in Los Angeles County's handling of a housing subsidy program, the county will cough up \$1 million to the federal government.

The repayment stems from the county housing authority's failure to verify annually that participants in the federally funded Section 8 housing subsidy program were eligible to continue receiving rent vouchers - a problem that's still dogging the agency.

The county will pay the \$1 million back to the federal government in \$83,333 quarterly installments over the next three years. It's one of the steps necessary to bring its Section 8 program out of a "troubled" federal rating.

The Federal Department of Housing and Urban Development, which funds the Section 8 housing program, told the county to repay the money last year, following up on an audit of the program in the 2005-06 and 2006-07 fiscal years.

Those audits gave the agency's Section 8 program a "troubled" rating - the lowest of three possible ratings.

HUD had initially requested repayment of \$3.7 million in administrative fees from 2004-05 and 2005-06, but the county housing authority appealed that request.

When the number was knocked down to \$1 million, the housing authority again tried to get out of it.

"We said that would be a fiscal hardship for the program and the people we serve," said Maria Badrakhan, acting executive director in charge of Section 8 and public housing.

Asked if the \$1 million repayment would hurt people in the Section 8 program, Badrakhan said, "No. Well, there's always money that's needed to deliver the program."

The 2005-06 and 2006-07 reports cited many of the same failures, specifically the housing authority's failure to re-examine annually Section 8 voucher recipients to make sure they are eligible for the housing subsidy.

Section 8 recipients must meet strict income criteria. They pay about 30% of their income toward rent, with the government voucher covering the rest.

The county is supposed to re-examine voucher holders every year to ensure they still meet

income requirements and to verify that they are paying the correct percentage of their rent.

In November, Margarita Lares, director of the housing authority's Section 8 program, said problems detailed in the 2005-06 and 2006-07 reports were being fixed.

Badrakhan said re-examinations are still a concern.

In January, the housing authority reported it was 11% behind in performing the annual re-examinations.

She said that's because the housing authority switched to a new computer system and a new method of dealing with cases, and both changes required substantial training or retraining, effectively halting re-examinations for two months last summer.

Last week, the county supervisors approved spending more than \$750,000 to pay a private firm to help the agency complete its annual re-examinations over the next several months.

McKay Management Services will be paid \$107.41 for each Section 8 re-examination it completes.

The company will handle about 7,000 re-examinations - nearly a third of the housing authority's total re-examinations.

The agency must complete about 8,200 by June 30; another 5,400 will come due over the summer.

At Tuesday's county Board of Supervisors meeting, 5th District County Supervisor Michael D. Antonovich asked housing authority officials to report monthly on the status of re-examinations and create a plan to make sure the housing authority doesn't get behind in examinations in the future.

"We've demanded accountability from this department to determine why an outside contractor is required and how we can fix the problem," said Tony Bell, an Antonovich aide.

jkoren@avpress.com

Antelope Valley Press, Wednesday, April 8, 2009

Why Section 8 enforcement critics are wrong

The enforcement of the simple, not particularly rigorous rules for remaining in Section 8 government-subsidized housing has been going on in the Antelope Valley for a few years now.

If you just came in the middle of the movie, as it were, you might wonder why sheriff's deputies are going to these homes. Lately, critics have popped up to accuse local government, and Lancaster Mayor R. Rex Parris in particular, for "breaching" Section 8 tenants.

They are doing nothing of the sort. Here's what's behind the enforcement efforts. What they are doing is reacting to years of reports from sheriff's deputies who noticed the frequency with which criminal activity in the Valley was taking place in homes rented under the Section 8 program.

Section 8 is a federal program, administered here by the Los Angeles County Housing Authority

It allows eligible, needy tenants to pay a portion of their rent, and the government picks up the rest. For example, if a house rents for \$1,500 a month, and the tenant can afford \$200, the government pays the landlord the remaining \$1,300.

Notice we said eligible. You can't make over a certain income, you can't have a criminal record, you can't allow people on parole or probation to live in the home and you can't do drugs in the home. These are not demanding rules.

Yet deputies were noticing tenants routinely violating one or all of them when the deputies showed up there on patrol calls. Word got to Los Angeles County Supervisor Michael D. Antonovich, who wanted to know what could be done to ensure that people follow the simple rules.

So the enforcement teams were born. Acting on tips, they check out

Editorial

FOCUS: The reason Los Angeles County and Palmdale and Lancaster are enforcing Section 8 housing rules is not because they're meanies who don't like poor people.

Section 8 homes to make sure the people living there are following the rules and truly deserve the benefit they're getting. After all, there is a waiting list of needy and disabled people who could use those vouchers.

Why armed deputies? That is because civilian investigators go to the homes in response to tips. Now, if the investigator has information that gang members are dealing drugs out of a Section 8 home, who in their right mind would recommend that an unarmed civilian knock on the door alone and

ask if it's true? So they get the backup from the sheriff's deputies.

Dozens of people have been booted out of the program since this enforcement started. There's no way to tell how many other would-be cheaters decided not to try to get into the program for fear of being caught. But clearly the inspections are a deterrent.

Now, in the last few weeks, letters to the editor have been written and protests conducted about Lancaster in particular and the treatment of Section 8 tenants. Sometimes these critics are clergy, and we are bewildered by their lack of Christian concern for the law-abiding poor and disabled who are on the waiting lists and who are deprived of a spot in the program by the people who are cheating.

And what of the law-abiding citizens who work hard to support

these programs, then have to live in fear because gang members move in and intimidate the neighborhood? Do these critics really justify Section 8 vouchers going to them? Is it really beyond the community's right to knock on the door and ask if the rules are being followed?

Or is it the taxpayers' duty to pay up and shut up and the recipient of the largesse is free to do with it whatever he or she wants?

There seems to be no logic in the critics' position. They say, "Not all Section 8 tenants are criminals." That is correct. And no one ever said they were. And so what? Not all bank customers are robbers, but that doesn't mean you don't stop the one who's running out with a sack of cash in his hand and a ski mask over his head.

If anyone does not wish to follow the rules of Section 8, the solution is simple. Don't apply.




<http://www.latimes.com/news/local/la-me-ujima15-2009apr15,0,3968838.story>

From the Los Angeles Times

L.A. County OKs plan to move Ujima Village tenants

L.A. County supervisors approve housing officials' relocation of remaining renters at a contaminated Willowbrook complex but veto a request for eviction power.

By Molly Hennessy-Fiske

April 15, 2009

Los Angeles County supervisors unanimously approved a plan Tuesday to relocate the few remaining residents of the blighted Ujima Village subsidized housing complex in Willowbrook within 90 days, but they turned down housing officials' appeal for eviction powers.

Citing contamination concerns, county housing officials had urged supervisors to give them the authority to evict those reluctant to leave. But some of the 14 remaining Ujima residents and a lawyer from the Legal Aid Foundation of Los Angeles told supervisors that county housing officials had failed to help them find and pay for equivalent housing as required by federal law.

"The law requires that people be relocated to a place that is comparable and decent and safe and that there be some additional oversight because to date, that has not happened," said Louis Rafti, housing attorney with the Legal Aid Foundation who has been working with Ujima residents since June.

Residents said housing officials pressured their former Ujima neighbors to move into smaller apartments in more dangerous areas -- options that remaining tenants said were unacceptable.

"We were a close-knit family here and everything's been torn apart," said Faye Tolliver, 46, a special education aide who has lived at Ujima for 25 years. "These people have left us over here."

In November, supervisors ordered the county housing authority to close Ujima Village and begin relocating residents after tests showed potentially dangerous soil and water contamination at the 16-acre complex, a former oil tank storage yard for what is now Exxon Mobil.

Ujima Village was built in 1972 by a group of African American architects and developers with a mortgage underwritten by the U.S. Department of Housing and Urban Development. At its peak, the grassy complex of 34 stucco buildings housed more than 600 people in 300 one- to four-bedroom apartments.

HUD took over the complex in 1990, and the county bought it from HUD for \$1 in 1995. When the county attempted to sell the property in 2004, testing by potential developers revealed soil and water contamination serious enough to warrant relocating tenants, housing officials said.

Housing officials told supervisors that they'd hired a consulting firm to help residents find at least three comparable apartments within five miles of Ujima Village and gave them more than a year to move.

"The housing authority is taking every prudent step to look out for the welfare of the residents in Ujima Village," said Corde Carrillo, acting executive director of the housing authority.

After hearing from residents, 2nd District Supervisor Mark Ridley-Thomas, who represents the area that includes Ujima Village, backed approving the 90-day relocation plan but changed the proposal to postpone the eviction orders. He also proposed that after the complex is emptied and demolished and environmental testing is completed, the land might be added to the nearby Earvin "Magic" Johnson Recreation Area.

Ridley-Thomas spoke with residents after the meeting and promised to work with them to address their concerns. Residents who said they had received little help from Ridley-Thomas' staff after he was elected in November said they were optimistic that since meeting them, he would help.

"I believe he'll handle things," Tolliver said.

molly.hennessy-fiske

@latimes.com

If you want other stories on this topic, search the Archives at latimes.com/archives.

FOR YOUR
INFORMATION

Housing Authority - County of Los Angeles

April 22, 2009

TO: Housing Commissioners

FROM: Margarita Lares, Director
Assisted Housing Division

RE: **THE FAMILY SELF-SUFFICIENCY (FSS) PROGRAM**

FOR YOUR INFORMATION ONLY

FSS Program Update for April

The Family Self-Sufficiency (FSS) Program is a HUD initiative intended to promote the development of local strategies to enable families both in public housing and the Housing Choice Voucher Program to achieve economic independence and self-sufficiency.

This report is provided to the Housing Authority of the County of Los Angeles Housing Commissioners on a monthly basis.

FSS Program Update for March

- The Family Self Sufficiency staff continued its ongoing recruitment efforts, with a total of 7 new applicants, all of whom were eligible for the Family Self Sufficiency Program.
- Staff enrolled 9 new participants from the Family Self Sufficiency Waiting List.
- FSS staff received 3 additional requests to graduate from the Family Self Sufficiency program.
- Staff has scheduled six graduations for April.
- Staff attended the monthly partnership meeting and continued to coordinate partnership activities with the Southeast Area Social Services Funding Authority (SASSFA).
- Staff attended the bi-monthly partnership meeting at HUB Cities WorkSource Center, where educational programs, employment and training opportunities and the Volunteer Income Tax Assistance (VITA) program was discussed.
- The Family Self Sufficiency program received a request for a Memorandum of Understanding to form a non-binding/non-financial partnership with Cornerstone Solutions, Inc., also known as Job Corps Services. Job Corps is a federally-funded career technical training program that provides students career

readiness, career training, employability skills training, counseling, case management, academics, room and board while in training, and transportation related to fulfilling education goals.

- Resource information on the WorkSource Network and Adult Education was disseminated during recruitment and case management activities.
- FSS Staff referred 13 participants to job leads, utilizing the FSS employment network job board.
- FSS Staff referred 14 FSS participants to the SASSFA, HUB Cities, Southeast LA-Crenshaw and L.A. Works WorkSource Centers for job search, training information, seminars, interview techniques and resume writing.
- Staff sent 2 Money Smart credit repair packets to participants, at their request.
- Staff assisted 3 participants with emergency transportation assistance in the form of bus tokens to insure continued employment and education.
- FSS staff referred 5 FSS participants to the CDC Home Ownership Program (HOP) per the tenant's request.
- FSS Staff began disseminating information on the Resident Scholarship Opportunity sponsored by the Community Development Foundation. Staff has confirmed that 9 FSS participants have applied for the scholarships.

Graduates

The FSS Program staff conducted two graduations in March. Therefore, the number of successful graduates for fiscal year 2008 – 2009 rises to twenty.

If you have any questions, please feel free to contact me at (562) 347-4837.

ML:DJ:RM:dt

HOUSING AUTHORITY COUNTY OF LOS ANGELES - CONVENTIONAL AND NON-CONVENTIONAL HOUSING

FOR YOUR INFORMATION ONLY

GROUP NO.	SITE	ADDRESS	NO. OF UNITS	HUD DEV. NO.	PROJECT NUMBER	Year Built	Year Acquired
1	Carmelitos (family)	700 Via Wanda, Long Beach 90805	558	CA16P002001	SS1102	1939	1939
1	Carmelitos (senior)	761 Via Carmelitos, Long Beach 90805	156	CA16P002026	SS1102	1939	1939
Total Unit Count: Carmelitos			714				
2	Harbor Hills (family/senior)	26607 S. Western Ave., Lomita 90717	301	CA16P002002	SS1203	1941	1941
Total Unit Count: Harbor Hills			301				
3	Nueva Maravilla (family/senior)	4919 E. Cesar E. Chavez Ave., Los Angeles 90022	504	CA16P002004	SS1301	1943	1942
Total Unit Count: N. Maravilla			504				
4	West Knoll (senior)	638 West Knoll Ave., West Hollywood 90069	136	CA16P002014	SS3001	1977	1979
4	Palm Apartments (senior)	959 Palm Ave., West Hollywood 90069	127	CA16P002014	SS3002	1978	1979
Total Unit Count: West County 1			263		Admin Project XX0930		
5	Marina Manor I (senior)	3401 Via Dolce, Marina Del Rey 90292	112	CA16P002013	SS3003	1983	1984
5	Marina Manor II (senior)	3405 Via Dolce, Marina Del Rey 90292	71	CA16P002027	SS3003	1983	1984
5	Ocean Park (family/senior)	175 Ocean Park Boulevard, Santa Monica 90405	22	CA16P002018	SS3006	1947	1986
5	Monica Manor (family)	1901-1909 11th Street, Santa Monica 90405	19	CA16P002087	SS3007	1987	1989
Total Unit Count: West County 2			224		Admin Project XX0935		
6	Orchard Arms (senior)	23410-23540 Wiley Canyon Rd., Valencia 91355	183	CA16P002090	SS2001	1980	1980
6	Foothill Villa (senior)	2423 Foothill Boulevard, La Crescenta 91214	62	CA16P002029	SS2002	1981	1982
6	Quartz Hill I (family)	5028 West Avenue L-12, Quartz Hill 93536	20	CA16P002062	SS2003	1984	1984
6	Quartz Hill II (family)	42051 51th Street West, Quartz Hill 93536	20	CA16P002069	SS2003	1984	1984
Total Unit Count: North County			285		Admin Project XX0940		
7	Francisquito Villa (family)	14622 Francisquito Ave., La Puente 91746	89	CA16P002015	SS4002	1979	1980
7	Carmelita Avenue (senior)	354-354 So. Carmelita Ave., Los Angeles 90063	2	CA16P002091	SS4003	1955	1955
7	McBride Avenue (family)	1229 So. McBride Ave., Los Angeles 90073	4	CA16P002021	SS4004	1986	1984
7	Williamson Avenue (family)	706-708 1/2 So. Williamson Ave., Los Angeles 90022	4	CA16P002020	SS4005	1972	1983
7	Triggs Street (family/senior)	4432-4434 1/2 Triggs St., Los Angeles 90023	4	CA16P002097	SS4006	1984	1983
7	Simmons Avenue (family)	927 So. Simmons Ave., Los Angeles 90022	4	CA16P002021	SS4007	1939	1983
7	4th & Mednick (family)	341 So. Mednick Ave., Los Angeles 90022	2	CA16P002034	SS4009	1985	1985
7	Arizona & Olympic (family)	1003-1135 So. Arizona Ave., Los Angeles 90022	16	CA16P002048	SS4010	1984	1985
7	Whittier Manor (senior)	11527 Stauken Ave., Whittier 90606	49	CA16P002033	SS4011	1985	1982
7	Herbert Ave (senior)	133 Herbert Ave., Los Angeles 90063	46	CA16P002056	SS4012	1985	1984
7	Sundance Vista (family)	10850 Laurel Ave., Whittier 90605	41	CA16P002156	SS4014	1988	1989
Total Unit Count: East County			283		Admin Project XX0945		
8	El Segundo I (family)	1926/3749 E. El Segundo Blvd., Compton 90222	30	CA16P002023	SS5001	1972	1984
8	South Bay Gardens (seniors)	230 E. 130th St., Los Angeles 90051	100	CA16P002032	SS5002	1982	1983
8	1115-16 W. 90th St. (family)	1115-16 W. 90th St., Los Angeles 90044	18	CA16P002081	SS5005	1970	1984
8	El Segundo II (2140) (family)	2140-2144 1/2 E. El Segundo Blvd., Compton 90222	13	CA16P002062	SS5015	1982	1985
8	El Segundo II (2141) (family)	2141-2145 E. El Segundo Blvd., Compton 90222	5	CA16P002061	SS5015	1985	1985
8	9104-18 S. Bandera St. (family)	9104-18 S. Bandera St., Los Angeles 90002	8	CA16P002080	SS5016	1983	1983
8	1535 E. 83rd Street (family)	1535 E. 83rd St., Los Angeles 90002	2	CA16P002080	SS5017	1985	1985
8	1615-17 E. 87th Street (family)	1615-17 E. 87th St., Los Angeles 90002	4	CA16P002087	SS5018	1982	1985
8	8739 Beach St. (88th & Beach) (family)	8739 Beach St., Los Angeles 90002	4	CA16P002056	SS5019	1982	1985
8	4212-20 E. Addington Street (family)	4212-20 E. Addington St., Compton 90221	3	CA16P002071	SS5020	1982	1984
8	W. Imperial (family)	1221 & 1308 E. Imperial Hwy., Los Angeles 90044	9	CA16P002132	SS5026	1991	1992
8	Athens (family)	1120 W. 107th St., 1310 W. 110th St., & 11104 S. Normandie Ave., Los Angeles 90044	10	CA16P002127	SS5027	1988	1996
8	1527 E. 84th (family)	1527 E. 84th St., Los Angeles 90001	4	CA16P002107	SS5029	1988	1988
8	Jarvis Avenue (family)	12920 Jarvis Ave., Los Angeles 90061	1	CA16P002107	SS5030	1997	1997
8	Woodcrest I (family)	1239 W. 109th St., Los Angeles 90044	10	CA16P002066	SS5003	1983	1984
8	Woodcrest II (family)	1245 W. 109th St., Los Angeles 90044	10	CA16P002090	SS5003	1983	1984
8	1101-09 W. 91st (family)	1101-09 W. 91st St., Los Angeles 90044	16	CA16P002021	SS5006	1965	1983
8	1232-34 E. 119th (family)	1232-34 E. 119th St., Los Angeles 90069	2	CA16P002021	SS5007	1955	1986
8	1231-33 E. 61st (family)	1231-33 E. 61st St., Los Angeles 90001	6	CA16P002021	SS5008	1961	1983
8	1100 W. 106th Street (family)	1100 W. 106th St., Los Angeles 90044	10	CA16P002021	SS5009	1970	1984
8	1104 W. 106th Street (family)	1104 W. 106th St., Los Angeles 90044	10	CA16P002020	SS5009	1970	1984
8	1320 W. 107th (family)	1320 W. 107th St., Los Angeles 90044	18	CA16P002021	SS5010	1970	1984
8	11431-463 S. Normandie (family)	11431-463 S. Normandie Ave., Los Angeles 90047	28	CA16P002020	SS5011	1970	1984
8	1027-33 W. 90th (family)	1027-33 W. 90th St., Los Angeles 90044	6	CA16P002078	SS5014	1983	1986
8	W. 106th Street & Budlong (family)	1334-38 W. 106th St., 9410 & 11126 Budlong Ave., Los Angeles 90044	11	CA16P002079	SS5021	1983	1985
8	W. 94th & 95th Street (family)	1035-37 1/2 W. 94th St. & 1324 W. 95th St., Los Angeles 90044	8	CA16P002060	SS5022	1983	1985
8	W. 105th & 106th (family)	1336-40 W. 105th St. & 1057 W. 106th St., Los Angeles 90044	13	CA16P002124	SS5024	1991	1991
8	Century Wilton (family)	10025 Wilton Place, Los Angeles 90047	40	CA16P002020	SS5025	1965	1984
8	11248 S. Budlong (family)	11248 S. Budlong, Los Angeles 90044	8	CA16P002138	SS5028	1991	1996
8	111th & Firmona	11117 & 11119 Firmona Ave., Lennox 90304	2	Pending	SS5031	1967	2008
8	Linsley	4821 & 4825 Linsley St., Compton 90221	2	CA16P002157	SS5032	1967	2008
Total Unit Count: South County			486		Admin Project XX0950		

Total Housing Authority-Owned - Conventional

2,962

City of Lomita Corporation	Loma Manito (senior)	24825 Via Loma, Lomita 90717	75		SS1104	1985	1985
Non-Conventional Housing							
	Kings Road JPA (senior)	800-801 N. Kings Road., West Hollywood 90069	106	122-94014	UU0001	1980	1980
	Lancaster Homes (senior)	711-737 W. Jackman St., Lancaster 93534	120	122-94013	UU0002	1978	1979
	Santa Monica RHC (family)	1855 9th St., 1450 14th St., & 2006 20th St., Santa Monica 90405	41	80-RHC-008	SS3005	1983	1984
	Vila Nueva RHC (family)	358-676 S. Farns Ave., Los Angeles 90022	21	80-RHC-008B	SS4013	1985	1985
	Willowbrook (family)	11718-11740 Willowbrook Ave., Los Angeles 90044	8	CA16-M000-385	SS6001	1975	1990
	Ujima Village (family/senior)	944 E. 128th St., Los Angeles 90009	300	CA16-E000-028	SS8001	1971	1995
Total Number of Units - Non-Conventional			596				

Total Number of Units - HM

3,638

**Modernization Construction Activity to be completed
in FY 2008-09**

- 1 106th Street- Fire damage & rehab
- 2 1101-1104 W. 106th Street - Drainage project
- 3 Arizona & Olympic/-Smoke Detectors
- 4 Carmelitos - Replace interior stair treads
- 5 Carmelitos Senior - Hallway painting and repairing stairs
- 6 Carmelitos Senior - Replace carpet
- 7 Carmelitos-Replace Gas Lines Phase IV
- 8 Foothill Villa - Replace flooring
- 9 Francisquito-Replace carpet
- 10 Francisquito-Replace smoke detectors/exit signs
- 11 Francisquito-Replace windows and blinds
- 12 Harbor Hills - Remodel kitchens Phase I
- 13 Herbert-Fire Alarm
- 14 Herbert-Replace carpet
- 15 Linsley and Firmona - General rehab.
- 16 Marina Manor I & II - Replace elevators
- 17 Marina Manor- Install awnings
- 18 Marina Manor-Replace smoke detectors & exit signs
- 19 McBride-Paint Building exterior
- 20 Ocean Park-Termite Abatement
- 21 Palm-Replace smoke detectors
- 22 Palm-Upgrade Elevator
- 23 Quartz Hill-Replace air conditioners
- 24 Scattered Sites - Replace gates at 13 sites
- 25 South Bay Gardens-Replace Elevator
- 26 SSS-CCTV at 4 sites
- 27 Sundance Vista - Install irrigation and replace rear yard fencing
- 28 Westknoll-Replace smoke detectors
- 29 Whittier Manor - Replace stair treads
- 30 Whittier Manor-Entry Door Replacement

30 Construction Contracts at 33 Housing Developments

**Modernization Construction Activity anticipated to be completed
in FY 2009-10**

- 1 Carmelitos- Parking Lots
- 2 Carmelitos Senior-ADA Kitchen remodels/smoke detectors
- 3 Carmelitos-Raised Garden Beds
- 4 Carmelitos-Resurface Playground
- 5 Foothill Villa-Elevator Upgrade
- 6 Foothill Villa-Replace smoke detectors
- 7 Francisquito Villa - Upgrade elevators
- 8 Harbor Hills - Remodel kitchens Phase II & III
- 9 Harbor Hills-Parking Lots
- 10 Harbor Hills-Resurface Playground
- 11 Herbert - Upgrade elevator
- 12 Lomita Manor-Elevator Upgrade
- 13 Lomita Manor-Replace boilers/trash chutes
- 14 Lomita Manor-Replace roof
- 15 Maravilla (Rosas)- Build Bridges to connect buildings
- 16 Maravilla (Rosas)-Upgrade Elevator
- 17 Maravilla- Parking Lots
- 18 Marina Manor I & II - Replace security gates
- 19 Ocean Park - Replace wall heaters
- 20 Ocean Park-Remodel kitchens/bathrooms
- 21 Ocean Park-Repair Stucco
- 22 Orchard Arms- Replace boilers/copper piping
- 23 Orchard Arms- Smoke detectors
- 24 Orchard Arms-Elevator Upgrade
- 25 Orchard Arms-Repave driveway
- 26 Quartz Hill-Replace water valves
- 27 SSS-Vacant Unit Rehab at 4 sites
- 28 Whittier Manor- Smoke detectors
- 29 Whittier Manor-Elevator Upgrade
- 30 Woodcrest-Replace Roof

Anticipating 30 Construction Contracts at 24 Housing Developments

FOR YOUR INFORMATION ONLY



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755

323.890.7001 • TTY: 323.838.7449 • www.lacdc.org



Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Cordé D. Carrillo
Acting Executive Director

April 22, 2009

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, California 91755

Dear Commissioners:

**CONCURRENCE TO APPROVE CONSTRUCTION CONTRACT FOR SUNDANCE
VISTA LANDSCAPE AND IRRIGATION PROJECT IN UNINCORPORATED
WHITTIER (DISTRICT 1)**

SUBJECT

This letter recommends approval of a Construction Contract with Belaire-West Landscape, Inc. to complete landscape and irrigation improvements at the Sundance Vista Housing Development, located at 10805 Laurel Avenue in unincorporated Whittier.

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Concur with the Board of Supervisors/Commissioners action and find that approval of a Contract for landscape and irrigation improvements at the Sundance Vista housing development is exempt from the provisions of the California Environmental Quality Act because the work includes activities that will not have the potential for causing a significant effect on the environment.
2. Concur with the Board of Supervisors/Commissioners action to authorize the Acting Executive Director to execute a Contract in the amount of \$111,286 with Belaire-West Landscape, Inc. to complete landscape and irrigation improvements at the Sundance Vista housing development, following approval as to form by County Counsel and to be effective upon issuance of the Notice to Proceed, which will not exceed 30 days following the date of Board approval.



3. Concur with the Board of Supervisors/Commissioners action to authorize the Acting Executive Director to use a total of \$111,286 in Capital Fund Program funds allocated by the U.S. Department of Housing and Urban Development and included in the Housing Authority's Fiscal Year 2008-2009 budget; and authorize the Acting Executive Director to approve Contract change orders not exceeding \$22,257 for unforeseen project costs, using the same source of funds.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to award a Contract to complete landscape and irrigation improvements at the Sundance Vista housing development.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. The Housing Authority will fund the landscape and irrigation improvements with \$111,286 in Capital Funds Program funds allocated by the U.S. Department of Housing and Urban Development (HUD) and included in the Housing Authority's Fiscal Year 2008-2009 budget. A 20% contingency, in the amount of \$22,257, is also being set aside for unforeseen costs, using the same source of funds.

A 20% contingency is recommended due to the nature of excavating to prepare for soil amendments, lateral lines, replacement of irrigation valve boxes and sprinkler heads. There is often unforeseen damage that extends further than initially identified in the scope of work.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The scope of work for the landscape and irrigation project at the Sundance Vista housing development includes the following: site preparation to remove and protect existing trees; removal of existing fencing; replacement of valve boxes at designated areas; earthwork to remove soil and regrading of a new concrete walk; site improvements to install new concrete curbs, walkway, paving, and wrought iron fence; landscaping to amend existing soil, install auger holes, trees, shrubs, ground cover, sod lawn, and associated work.

The improvements are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the General Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Instead, Belaire-West Landscape, Inc. will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

The Contract has been approved as to form by County Counsel and executed by Belaire-West Landscape, Inc.

CONTRACTING PROCESS

On December 22, 2008, the Housing Authority initiated an outreach to identify a contractor to complete the work at the subject property. Invitations for Bids were mailed to all 641 Class B licensed contractors identified from the Housing Authority's vendor list. Advertisements also appeared in eight local newspapers and on the County WebVen website. Fourteen bid packages were requested and distributed.

On February 6, 2009, six bids were received and formally opened. The lowest bidder, Belaire-West Landscape, Inc., was determined to be the most responsive and responsible and is being recommended for the Contract award. The Summary of Outreach Activities is provided as Attachment A.

ENVIRONMENTAL DOCUMENTATION

Pursuant to Title 24 of the Code of Federal Regulations, Section 58.35 (a)(3)(ii), this action is excluded from the National Environmental Policy Act (NEPA) because it involves activities that will not alter existing environmental conditions. The action is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15301 because it involves negligible or no expansion of an existing use and does not have the potential for causing a significant effect on the environment.

IMPACT ON CURRENT PROJECT

The award of the Contract will improve the exterior appearance of the Sundance Vista housing development and continue to provide the residents with decent, safe, and sanitary living conditions.

Respectfully submitted,



CORDE D. CARRILLO
Acting Executive Director

Attachments: 2

ATTACHMENT A

Summary of Outreach Activities Carmelitos Seniors Exterior Improvements Project

On December 22, 2008, the following outreach was initiated to identify a contractor for the landscape and irrigation project at the Sundance Vista housing development located at 10850 Laurel Avenue in the City of Whittier.

A. Newspaper Advertising

Announcements appeared in the following eight local newspapers:

Dodge Construction News	Los Angeles Sentinel
Eastern Group Publications	Los Angeles Times
International Daily News	The Daily News
La Opinion	Wave Community Newspapers

An announcement was also posted on the County Web Site.

B. Distribution of Bid Packages

The Housing Authority's vendor list was used to mail out Invitations for Bids to 641 Class B licensed contractors, of which 411 identified themselves as businesses owned by minorities or women (private firms which are 51 percent owned by minorities or women, or publicly-owned businesses in which 51 percent of the stock is owned by minorities or women). As a result of the outreach, fourteen bid packages were requested and distributed.

C. Pre-Bid Conference and Site Walk

On January 8, 2009 a mandatory pre-bid conference and site walk was conducted. Seventeen firms were in attendance.

D. Bid Results

On February 6, 2009, a total of six bids were received and publicly opened. The bid result was as follows:

<u>Company</u>	<u>Bid Amount</u>
Belaire-West Landscape, Inc.	\$111,286
Omega Contractors	\$171,950.44
Cornerstone General Inc.	\$180,340.89
C.A.S. General Contractor	\$184,470
C.S. Legacy Construction Inc.	\$191,029
BREJ Corp.	\$199,978.27

E. Minority/Female Participation – Selected Contractor

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Belaire-West Landscape, Inc.	Minority	Total: 49 44 Minorities 4 Women 90% Minorities 8% Women

F. Minority/Female Participation – Contractors Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Omega Contractors	Minority	Total: 2 2 Minorities 1 Women 100% Minorities 50% Women
Cornerstone General Inc.	Small Business	Total: 4 1 Minorities 2 Women 25% Minorities 50% Women
C.A.S. General Contractor	Minority	Total: 4 4 Minorities 0 Women 100% Minorities 0% Women
C.S. Legacy Construction Inc.	Non-Minority	Total: 70 69 Minorities 2 Women 99% Minorities 3% Women
BREJ Corporation	Minority	Total: 5 5 Minorities 1 Women 100% Minorities 20% Women

The Housing Authority conducts ongoing outreach to include minorities and women in the contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of the contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.

ATTACHMENT B

Contract Summary

Project Name: Sundance Vista Landscape and Irrigation Project
Location: 10850 Laurel Avenue, Whittier, CA 90605
Bid Number: CDC08-683
Bid Date: February 6, 2009
Contractor: Belaire-West Landscape, Inc.
Services: Site preparation to remove and protect existing trees, remove existing fence, remove or cap off irrigation and replace valve boxes at designated area; earthwork to remove soil and regrade for new concrete walk; site improvements to install new concrete curbs, walkway, paving, and wrought iron fence; landscaping to infill planter, amend existing soil, install auger holes, trees, shrubs, ground cover, sod lawn, and associated works.

Contract Documents: Part A – Instructions to Bidders and General Conditions; Part B – Specifications; Part C – Bidder's Documents, Representations, Certifications, Bid, and Other Statements of Bidder; Drawings by Lawrence R. Moss & Associates; all Addenda to the Contract Documents.

Time of Commencement and Completion: The work to be performed under this Contract shall be commenced within ten (10) days after a Notice to Proceed is received by the Contractor, or on the date specified in the Notice, whichever is later, and shall be completed within one hundred twenty (120) calendar days following the required commencement date.

Liquidated Damages: In the event of breach of contract, the Contractor and his/her sureties shall be liable for, and shall pay to the Housing Authority the sum of **Four Hundred Dollars and Zero Cents (\$400.00)** as liquidated damages for each calendar day of delay, until the Work is accepted by the Owner.

Contract Sum: The Housing Authority shall pay the Contractor for the performance of the Construction Contract subject to additions and deductions by Change Order(s) as provided in the Contract Documents, in current funds, the sum of **One Hundred Eleven Thousand Two Hundred Eighty-Six Dollars and Zero Cents (\$111,286)**. The Contract Sum is not subject to escalation, includes all labor and material increases anticipated throughout the duration of this Construction Contract.

Contract Contingency: \$22,257



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755

323.890.7001 • TTY: 323.838.7449 • www.locdc.org



Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Cordé D. Carrillo
Acting Executive Director

April 22, 2009

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, California 91755

Dear Commissioners:

**CONCURRENCE TO APPROVE CONSTRUCTION CONTRACT FOR WOODCREST I
AND II ROOFING AND EXTERIOR IMPROVEMENTS PROJECT IN
UNINCORPORATED WEST ATHENS/WESTMONT (DISTRICT 2)**

SUBJECT

This letter recommends approval of a Construction Contract with Spec Construction Co., Inc. roofing replacement and various other exterior improvements at the Woodcrest I and II housing developments, located at 1239 and 1245 West 109th Street, in unincorporated West Athens/Westmont.

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Concur with the Board of Supervisors/Commissioners action and find that the approval of a Contract for roofing replacement and exterior improvements at the Woodcrest I and II housing developments is exempt from the provisions of the California Environmental Quality Act because the work includes activities that will not have the potential for causing a significant effect on the environment.
2. Concur with the Board of Supervisors/Commissioners action to authorize the Acting Executive Director to execute a Contract in the amount of \$248,770 with Spec Construction Co., Inc. to complete roofing replacement and exterior improvements at the Woodcrest I and II housing developments, following approval as to form by County Counsel and to be effective upon issuance of the Notice to Proceed, which will not exceed 30 days following the date of Board approval.

3. Concur with the Board of Supervisors/Commissioners action to authorize the Acting Executive Director to use a total of \$248,770, comprised of \$47,000 in Community Development Block Grant funds and \$201,770 in Capital Fund Program (CFP) funds allocated by the U.S. Department of Housing and Urban Development and included in the Housing Authority's Fiscal Year 2008-2009 budget; and authorize the Acting Executive Director to approve Contract change orders not exceeding \$62,192 for unforeseen project costs, using CFP funds.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to award a Contract to complete roofing replacement and exterior improvements at the Woodcrest I and II housing developments.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. The Housing Authority will fund the improvements with \$47,000 in Community Development Block Grant funds allocated to the Second Supervisorial District and \$201,770 in CFP funds. All funds are allocated by the U.S. Department of Housing and Urban Development and included in the Housing Authority's approved Fiscal Year 2008-2009 budget. A 25% contingency, in the amount of \$62,192, is also being set aside for unforeseen costs, using CFP funds.

A 25% contingency is needed due to the nature of roofing replacement and repair of termite damage. There is often damage that extends further than initially identified in the scope of work.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The scope of work for the improvements at the Woodcrest I and II housing developments includes the replacement of deteriorated and aged roofing, termite damaged and rotten exterior wood trims and fascia boards, window replacement, patching damaged exterior plaster, painting all exterior surfaces, and other associated work.

The improvements are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the General Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Instead, Spec Construction Co., Inc. will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

The Contract has been approved as to form by County Counsel and executed by Spec Construction Co., Inc.

CONTRACTING PROCESS

On November 13, 2008, the Housing Authority initiated an outreach to identify a contractor to complete the work at the subject property. Invitations for Bids were mailed to all 621 Class B licensed contractors identified from the Housing Authority's vendor list. Advertisements also appeared in eight local newspapers and on the Community Development Commission and County WebVen websites. Thirty-five bid packages were requested and downloaded from the Community Development Commission's website.

On December 16, 2008, seven bids were received and formally opened. The apparent lowest bid, submitted by Ventura Construction, Inc., was determined to be non-responsive and rejected. The second lowest bidder, Spec Construction Co., Inc., was determined to be the most responsive and responsible and is being recommended for the Contract award.

The Summary of Outreach Activities is provided as Attachment A.

ENVIRONMENTAL DOCUMENTATION

Pursuant to Title 24 of the Code of Federal Regulations, Section 58.35 (a) (3) (ii), this action is excluded from the National Environmental Policy Act because it involves activities that will not alter existing environmental conditions. The action is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15301 because it does not have the potential for causing a significant effect on the environment.

IMPACT ON CURRENT PROJECT

The award of the Contract will improve the roofing condition and exterior appearance of the Woodcrest I and II housing developments and continue to provide the residents with decent, safe and sanitary living conditions.

Respectfully submitted,



CORDE D. CARRILLO
Acting Executive Director

Attachments: 2

ATTACHMENT A

Summary of Outreach Activities

Woodcrest I and II Roofing and Exterior Improvements Project

On November 13, 2008, the following outreach was initiated to identify a contractor for the exterior improvements at the Woodcrest I and II housing developments located at 1239 and 1245 W. 109th Street in unincorporated West Athens/Westmont.

A. Newspaper Advertising

Announcements appeared in the following eight local newspapers:

Dodge Construction News	Los Angeles Sentinel
Eastern Group Publications	Los Angeles Times
International Daily News	The Daily News
La Opinion	Wave Community Newspapers

An announcement was also posted on the County website.

B. Distribution of Bid Packages

The Housing Authority's vendor list was used to mail out Invitations for Bids to 621 B-licensed contractors, of which 526 identified themselves as businesses owned by minorities or women (private firms which are 51 percent owned by minorities or women, or publicly-owned businesses in which 51 percent of the stock is owned by minorities or women). As a result of the outreach, thirty-five bid packages were requested and downloaded from CDC's website.

C. Pre-Bid Conference and Site Walk

On November 25, 2008 a mandatory pre-bid conference and site walk was conducted. Nineteen firms were in attendance.

D. Bid Results

On December 16, 2008, a total of seven bids were received and publicly opened. The bid result was as follows:

<u>Company</u>	<u>Bid Amount</u>
Ventura Construction, Inc.	\$ 239,000.00
Spec Construction Co., Inc.	\$ 248,770.00
CMA Construction, Inc.	\$ 267,232.00
Dan Contractor	\$ 269,777.00

AZ Home, Inc.	\$ 285,045.00
CAS General Contractor	\$ 342,600.00
Cal-City Construction, Inc.	\$ 381,000.00

E. Minority/Female Participation – Selected Contractor

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Spec. Construction Co., Inc.	Non-Minority	Total: 14 5 Minorities 1 Women 35% Minorities 1% Women

F. Minority/Female Participation – Contractors Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Ventura Construction Inc.	Non-Minority	Total: 4 0 Minorities 1 Women 0% Minorities 25% Women
CMA Construction, Inc.	Minority	Total: 2 1 Minorities 1 Women 50% Minorities 50% Women
Dan Contractor	Non-Minority	Total: 5 3 Minorities 0 Women 60% Minorities 0% Women
AZ Home, Inc.	Non-Minority	Total: 12 7 Minorities 1 Women 58% Minorities 8% Women
CAS General Contractor.	Minority	Total: 4 4 Minorities 0 Women 100% Minorities

		0% Women
Cal-City Construction, Inc.	Minority	Total: 20
		18 Minorities
		2 Women
		90% Minorities
		10% Women

The Housing Authority conducts ongoing outreach to include minorities and women in the contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of the Contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.

ATTACHMENT B

Contract Summary

Project Name: Woodcrest I and II Roofing and Exterior Improvements
Location: 1239-1245 W. 109th Street, Los Angeles, CA 90044
Bid Number: CDC08-668
Bid Date: December 16, 2008
Contractor: Spec Construction Co., Inc.
Services: Replacement of aged roofing, termite damaged and rotten exterior wood trim and fascia boards, replacement of windows, and the patching damaged exterior plaster, painting all exterior surfaces and other associated work.

Contract Documents: Part A – Instructions to Bidders and General Conditions; Part B – Specifications; Part C – Bidder's Documents, Representations, Certifications, Bid, and Other Statements of Bidder; all Addenda to the Contract Documents.

Time of Commencement and Completion: The work to be performed under this Contract shall be commenced within ten (10) days after a Notice to Proceed is received by the Contractor, or on the date specified in the Notice, whichever is later, and shall be completed within ninety (90) calendar days following the required commencement date.

Liquidated Damages: In the event of breach of contract, the Contractor and his/her sureties shall be liable for, and shall pay to the Housing Authority the sum of **Four Hundred Dollars and Zero Cents (\$400.00)** as liquidated damages for each calendar day of delay, until the Work is accepted by the Owner.

Contract Sum: The Housing Authority shall pay the Contractor for the performance of the Construction Contract subject to additions and deductions by Change Order(s) as provided in the Contract Documents, in current funds, the sum of Two Hundred Forty-eight Thousand Seven Hundred Seventy Dollars and Zero Cents (\$248,770.00). The Contract Sum is not subject to escalation, includes all labor and material increases anticipated throughout the duration of this Construction Contract.

Contract Contingency: \$62,192.00



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755

323.890.7001 • TTY: 323.838.7449 • www.lacdc.org



**Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich**
Commissioners

Cordé D. Carrillo
Acting Executive Director

April 22, 2009

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, California 91755

Dear Commissioners:

**CONCURRENCE TO APPROVE THE REPAYMENT AGREEMENT FOR THE U.S.
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT OFFICE OF
INSPECTOR GENERAL AUDIT FOR THE HOUSING CHOICE VOUCHER PROGRAM
(ALL DISTRICTS)**

SUBJECT

This letter recommends approval of the Repayment Agreement for the Housing Choice Voucher Program, as required by the U.S. Department of Housing and Urban Development's audit report for the Housing Authority's Housing Choice Voucher Program.

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Concur with the Board of Supervisors/Commissioners action and find that the approval of the Repayment Agreement for the Housing Choice Voucher Program, as described herein, is not subject to the provisions of the California Environment Quality Act (CEQA) because the activity is not defined as a project under CEQA.
2. Concur with the Board of Supervisors/Commissioners action to adopt and instruct the Chairman to sign the attached Resolution approving the repayment of \$1,000,000 in Housing Choice Voucher Program administrative fees to the U.S. Department of Housing Urban Development (HUD) as required by HUD's final audit report.



3. Concur with the Board of Supervisors/Commissioners action to approve the attached Repayment Agreement to reimburse HUD for \$1,000,000 in Housing Choice Voucher Program administrative fees.
4. Concur with the Board of Supervisors/Commissioners action to instruct the Acting Executive Director to sign the attached Repayment Agreement, submit it to HUD, and take all actions required for its implementation.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to execute a Repayment Agreement with HUD for \$1,000,000 in Housing Choice Voucher (Section 8) Program administrative fees, in order to close all pending financial items regarding the HUD Office of Inspector General (OIG) Audit on Tenant Eligibility and Annual Reexaminations for Fiscal Year 2004-2005 and Fiscal Year 2005-06.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund.

The Housing Authority has negotiated a three-year Repayment Agreement with HUD; an initial payment of \$83,333.33 is due April 30, 2009. Subsequent quarterly payments of the same amount will be due at the end of each quarter thereafter, with a final payment of \$83,333.37 due January 31, 2012. The payments will be made using Section 8 Program administrative fees to be approved through the Housing Authority's annual budget process.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

From July 2006 through July 2007, the U.S. Department of Housing and Urban Development (HUD) Office of Inspector General (OIG) conducted an audit on Tenant Eligibility and Annual Reexaminations for the Housing Authority's Section Program for FY 2004-05 and FY 2005-06. The audit report found that "The Authority Did Not Perform Annual Reexaminations in Accordance with HUD Rules and Regulations".

The final audit report, issued on February 8, 2008, required the Housing Authority to reimburse HUD 10 percent (\$3,662,972) of its administrative fees for FY 2004-05 and FY 2005-06 for inadequately administering the Section 8 Program. In a letter dated October 23, 2008, HUD agreed to reduce the repayment amount to \$1,000,000, after an appeal by the Housing Authority, with a target repayment date of November 30, 2008.

On November 19, 2008, the Housing Authority submitted a response to HUD requesting reconsideration of the decision and allowing the Housing Authority to reinvest the \$1,000,000 back into the Section 8 Program, minimizing the impact to low-income families.

In a letter dated December 8, 2008, HUD denied the Housing Authority's request due to the reduction of the original amount. The Housing Authority must therefore reimburse HUD \$1,000,000 in Section 8 Program administrative fees for FY 2004-05 and FY 2005-06.

ENVIRONMENTAL DOCUMENTATION

This activity is exempt from the provisions of the National Environmental Policy Act pursuant to 24 Code of Federal Regulations, Part 58, Section 58.34 (a)(3), because it involves an administrative activity that will not have a physical impact on or result in any physical changes to the environment. The activity is also not subject to the provisions of CEQA pursuant to State CEQA Guidelines 15060(c)(3) and 15378, because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

IMPACT ON CURRENT PROGRAM

Approval of the attached Repayment Agreement will close all pending items regarding the HUD OIG Audit on Tenant Eligibility and Annual Reexaminations. Additionally, executing this Repayment Agreement will lessen the immediate financial impact on the Housing Authority and its program operations, as payments will be made quarterly over a three-year period.

Respectfully submitted,


CORDE D. CARRILLO
Acting Executive Director

Attachments: 2



U.S. Department of Housing and Urban Development
Office of the Field Office Director
Los Angeles Field Office, Region IX
611 W. 6th Street, Suite 1100
Los Angeles, CA 90017

**HOUSING AUTHORITY OF THE COUNTY OF LOS ANGELES
LOS ANGELES OFFICE OF PUBLIC HOUSING
REPAYMENT AGREEMENT FOR
Audit Number 2008-LA-1007
Recommendation 1M**

This agreement entered into by and between the Housing Authority of the County of Los Angeles (HACoLA) and the United States Department of Housing and Urban Development (HUD) is dated and effective _____, 2009, via Resolution Number _____ by the HACoLA Board of Commissioners (see attached).

Whereas, it has been determined that HACoLA owes HUD an amount totaling \$1,000,000 for inadequate program administration pursuant to 24 CFR 982.152.

HACoLA agrees to make quarterly payments as follows:

April 30, 2009	\$83,333.33	
July 31, 2009	\$83,333.33	
October 31, 2009	\$83,333.33	
January 31, 2010	\$83,333.33	
April 30, 2010	\$83,333.33	
July 31, 2010	\$83,333.33	
October 31, 2010	\$83,333.33	
January 31, 2011	\$83,333.33	
April 30, 2011	\$83,333.33	
July 31, 2011	\$83,333.33	
October 31, 2011	\$83,333.33	
January 31, 2012	\$83,333.37	(last payment)

Corde D. Carrillo, Acting Executive Director
Housing Authority of the County of Los Angeles

Date

Kawina J. Brockington, Director
Los Angeles Office of Public Housing

Date

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING
AUTHORITY OF THE COUNTY OF LOS ANGELES TO EXECUTE A REPAYMENT
AGREEMENT FOR THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
OFFICE OF INSPECTOR GENERAL AUDIT - REPORT NUMBER 2008-LA-1007
RECOMMENDATION 1M

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) Office of Inspector General (OIG) conducted an Audit on Tenant Eligibility and Annual Reexaminations for the Housing Authority's Housing Choice Voucher Program for fiscal year 2005 and fiscal year 2006;

WHEREAS, HUD made recommendations to the Housing Authority in their final subject audit report dated February 8, 2008 based on their finding that "The Authority Did Not Perform Annual Reexaminations in Accordance with HUD Rules and Regulations";

WHEREAS, Recommendation 1M of the final audit report stipulates that the Housing Authority will be required to reimburse HUD \$1,000,000 in administrative fees for fiscal years 2005 and 2006;

WHEREAS, the Housing Authority has finalized a repayment agreement with HUD, with an initial payment due April 30, 2009;

NOW, THEREFORE, the Board of Commissioners of the Housing Authority of the County of Los Angeles hereby resolves as follows:

1. The Housing Authority hereby approves and adopts the Repayment Agreement from HUD OIG in the amount of \$1,000,000 for Recommendation 1M.
2. The Housing Authority shall submit to HUD a signed repayment agreement stipulating quarterly payments of \$83,333.33 beginning on April 30, 2009, and ending with a final payment of \$83,333.37 due on January 31, 2012.

APPROVED AND ADOPTED by the Board of Commissioners of the Housing
Authority of the County of Los Angeles on this ____ day of _____, 2009.

ATTEST:

SACHI A. HAMAI
Executive Officer-Clerk of
the Board of Commissioners

By: _____
Deputy

By: _____
Chairman, Board of Commissioners

APPROVED AS TO FORM:
RAYMOND G. FORTNER, JR.
County Counsel

By: _____
Deputy



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755

323.890.7001 • TTY: 323.838.7449 • www.lacdc.org



Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Cordé D. Carrillo
Acting Executive Director

April 22, 2009

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, California 91755

Dear Commissioners:

**CONCURRENCE TO AWARD A RECERTIFICATION SERVICES CONTRACT FOR
THE HOUSING CHOICE VOUCHER PROGRAM
(ALL DISTRICTS)**

SUBJECT

This letter recommends approval of an award of a recertification services contract for the Housing Choice Voucher Program to McKay Management Services to complete approximately 7,000 recertifications. This will bring the Housing Authority into compliance with U.S. Department of Housing and Urban Development (HUD) regulations requiring annual recertification of each Program participant and minimize future delinquencies.

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Concur with the Board of Supervisors/Commissioners action and find that the approval of an award of a recertification services contract for the Housing Choice Voucher Program is not subject to the provisions of the California Environment Quality Act (CEQA) because the activity is not defined as a project under CEQA.
2. Concur with the Board of Supervisors/Commissioners action to authorize the Acting Executive Director to execute a one-year recertification services contract (Contract) with McKay Management Services, attached in substantially final form, for recertification services for the Housing Choice Voucher (Section 8) Program; and authorize the Acting Executive Director to use for this purpose a total of \$751,840 in Section 8 Administrative Reserves.



3. Concur with the Board of Supervisors/Commissioners action to authorize the Acting Executive Director to amend the Contract as necessary and to allow a 10% contingency if necessary to meet the goals of the Housing Choice Voucher Program as they relate to this recertification project, using Section 8 Administrative Reserves.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to award a Contract to McKay Management Services to complete approximately 7,000 tenant recertifications, also known as reexaminations, for Section 8 Program participants.

FISCAL IMPACT/ FINANCING

There is no impact on the County general fund. Section 8 Administrative Reserves will fund the Contract for a total of \$751,840. The compensation may be increased by up to 10% for unforeseen costs, using the same source of funds.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Housing Authority administers the Section 8 Program, providing rental assistance for more than 20,000 qualified low- and moderate-income families. In accordance with 24 CFR 982.516(a), the Housing Authority is required to recertify the eligibility status of each Section 8 Program participant at least annually. Annual recertification is required to assure that tenancy is restricted to participants meeting the eligibility requirements established by the U.S. Department of Housing and Urban Development (HUD) for continued occupancy. Reexamination of participants' income and assets during the annual recertification process also assures that appropriate tenant rents are charged.

Completing annual recertification examinations is one of the 14 factors ("Indicators") upon which HUD evaluates the Housing Authority's administration of the Section 8 Program, using their Section 8 Management Assessment Program (SEMAP). In order to receive any points for SEMAP Indicator 9, "Completing Annual Reexaminations", the Housing Authority must timely complete a minimum of 90% of its annual recertifications. The Housing Authority needs to complete 8,187 reexaminations for Fiscal Year 2008-09 by June 30, 2009. Staff is completing approximately 2,000 reexaminations per month on average; however additional support is necessary to ensure all required reexaminations are completed for Fiscal Year 2008-2009 and to start processing 5,386 reexaminations effective July, August and September 2009.

The proposed Contract with McKay Management Services will provide for the completion of approximately 7,000 reexaminations. McKay Management Services would be responsible for completing the entire annual recertification process for the approximate 7,000 tenant files. This includes collecting and verifying program

participants household and income information, calculating rent shares, completing all required data entry, notifying tenants and owners of the new contract and tenant rents, and submitting all required documents and reports to HUD. McKay Management Services will be paid a fee of \$107.41 for each accurately completed recertification that is successfully transmitted to HUD.

The Contract has been approved as to form by County Counsel.

ENVIRONMENTAL DOCUMENTATION

This activity is exempt from the provisions of the National Environmental Policy Act pursuant to 24 Code of Federal Regulations, Part 58, Section 58.34 (a)(3), because it involves an administrative activity that will not have a physical impact on or results in any physical changes to the environment. The activity is also not subject to the provisions of CEQA pursuant to State CEQA Guidelines 15060(c)(3) and 15378, because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

CONTRACTING PROCESS

On February 5, 2009, a Request for Proposals (RFP) was advertised in four local newspapers and on the Housing Authority's and the County's websites. RFP Notices were mailed to 187 agencies identified from the Housing Authority's vendor list of management consultants. Twenty-six consultants requested and received the solicitation package. As a result, four proposals were received by the deadline of February 20, 2009.

On February 25, 2009, an evaluation panel comprised of Housing Authority staff reviewed and ranked the proposals according to the RFP requirements and Housing Authority policy. The proposals were ranked based on the consultants' background and experience, performance history, financial capability, approach to providing the required services, quality control plan, and cost proposal.

The combined evaluation of the written business proposals and cost proposals using the established evaluation factors determined the final selection of McKay Management Services. No appeals were received regarding the recommended award. The Summary of Outreach Activities is provided with this letter as Attachment A.

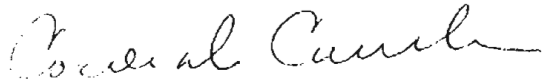
IMPACT ON CURRENT PROJECT

McKay Management Services will complete approximately 7,000 Section 8 Program recertifications. This will bring the Housing Authority into compliance with HUD regulations requiring annual recertification of each Program participant and minimize future delinquencies. It will also ensure that the Housing Authority receives points on this Indicator in the annual Section 8 Management Assessment Program. Timely

Honorable Housing Commissioners
April 22, 2009
Page 4

completion of recertification ensures that participant families contribute their fair share of the total monthly rent based on their current adjusted income and family composition. Lastly, executing this Contract will largely eliminate the need for Housing Authority operations employees to accrue overtime and compensatory time to complete the recertifications.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Cordé D. Carrillo".

CORDÉ D. CARRILLO
Acting Executive Director

Attachments: 1

ATTACHMENT A

Summary of Outreach Activities

Request for Proposals (RFP) for Housing Choice Voucher Program Recertifications

On February 5, 2009, the following activities were initiated to identify the most qualified contractor to provide the necessary services for the Housing Choice Voucher Program.

A. Newspaper Advertising

Beginning February 5, 2009, notice of the RFP appeared in the following four newspapers.

Eastside Sun
Los Angeles Independent
Los Angeles Sentinel
Montebello News
Southwest Wave

The notice and complete RFP was posted on the Community Development Commission (CDC) Web Site for a 15-day advertisement period. The notice was also posted on the County of Los Angeles Bids and Contracts website. Firms were asked to download the RFP from the CDC Web Site or request the RFP via email from the procurement coordinator listed in the notice.

B. Distribution of RFP

The Housing Authority's vendor list was used to mail the announcement of the RFP to 187 management consulting firms. 26 consultants requested and received the solicitation package. As a result, four proposals were received by the deadline of February 20, 2009.

C. Request for Proposals (RFP)

On February 20, 2009 a total of four firms submitted business and cost proposals. Two of these firms identified themselves as businesses owned by minorities or women (private firms which are 51 percent owned by minorities or women or publicly-owned businesses in which 51 percent of the stock are owned by minorities or women).

D. Review of Proposals

On February 25, 2009, a review panel of Housing Authority professionals evaluated the performance of the firms and determined that McKay Management Services most closely met the requirements specified in the RFP and Statement of Work to provide the necessary services. McKay Management Services cost proposal for completing the recertifications was \$751,840 thus the proposed Contract for this amount. The cost proposals for the other three agencies were as follows:

CGI Federal	\$ 630,000.00
MDStrum Housing Services	\$1,453,176.00
Quadel Consulting	\$1,678,139.78

E. Minority/Women Participation – Firm Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
McKay Management Services, LLC	Woman	Total: 6 1 minority 3 women 17% minority 50% women

F. Minority/Women Participation – Firm Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
MDStrum Housing Services	Minority Woman	Total: 18 17 minorities 10 women 94% minority 56% women
Quadel Consulting	Non-Minority	Total: 436 310 minorities 321 women 71% minority 74% women
CGI Federal	Non-Minority	Total: 1650 631 minorities 750 women 38% minority 45% women

The Housing Authority conducts ongoing outreach to include minorities and women in the contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority. The recommended award of contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755

323.890.7001 • TTY: 323.838.7449 • www.lacdc.org



Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Cordé D. Carrillo
Acting Executive Director

April 22, 2009

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, California 91755

Dear Commissioners:

**CONCURRENCE TO APPROVE THE RELOCATION PLAN, DECLARATION OF
BLIGHT, AND INITIATION OF EVICTION PROCEEDINGS, AS NEEDED, FOR THE
UJIMA VILLAGE HOUSING DEVELOPMENT (DISTRICT 2)**

SUBJECT

This letter recommends that the Board Commissioners authorize the approval of the Ujima Village Relocation Plan and the eviction of tenants who do not vacate the premises. It also requests that the Board declare the site blighted.

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Concur with the Board of Supervisors/Commissioners action and find that approval of the Ujima Village Relocation Plan is not subject to the provisions of the California Environmental Quality Act, because the actions will not have the potential for causing a significant effect on the environment.
2. Concur with the Board of Supervisors/Commissioners action and declare that the Ujima Village Housing Development, a 300-unit affordable housing complex in the unincorporated Willowbrook area, is blighted based on soil and building conditions.
3. Concur with the Board of Supervisors/Commissioners action to approve the attached Ujima Village Relocation Plan to help the remaining tenants of the Ujima Village Housing Development secure replacement housing in anticipation of the property's closure.

4. Concur with the Board of Supervisors/Commissioners action to authorize the Acting Executive Director to begin issuing 90-day notices to vacate the property, pursuant to the requirements of the Uniform Relocation Act.
5. Concur with the Board of Supervisors/Commissioners action to instruct the Acting Executive Director to initiate the environmental review process for disposition of the site, as required under the California Environmental Quality Act and the National Environmental Policy Act.
6. Concur with the Board of Supervisors/Commissioners action to instruct the Acting Executive Director, as part of the environmental review process, to consider the expansion of Earvin "Magic" Johnson Recreation Area as one of the possible alternative uses for of the Ujima Village site.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to seek the Board's approval of the Ujima Village Relocation Plan and authorization to evict tenants, as needed, who do not comply with the 90-day notices to vacate. This action will also begin the environmental review process for disposition of the site.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund.

The total of the estimated relocation benefits in the attached Relocation Plan is \$1,045,204, which will be funded with Second Supervisorial District discretionary funds and Community Development Block Grant funds included in the Housing Authority's Fiscal Year 2008-2009 budget. In November 2008, the Board approved the transfer and incorporation of these funds into the Housing Authority's budget for this purpose.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Blighting Conditions

In 1995, the Housing Authority purchased Ujima Village from the U. S. Department of Housing and Urban Development (HUD). It is located in the unincorporated Willowbrook area, adjacent to the County-owned Earvin "Magic" Johnson Recreation Area. The combined property is the site of the former 122-acre Athens Tank Farm (ATF), where refined as well as crude petroleum products were stored. As a result of the past usage, environmental data indicates that the soil, soil vapor, and groundwater beneath Ujima Village have been impacted with petroleum products and related contaminants. The ATF was owned and operated by General Petroleum Corporation, which later became part of the ExxonMobil Corporation.

Ujima Village was constructed as affordable housing in the early 1970's with financing from HUD. More than 20 years later, HUD approached the Housing Authority about taking over the property after the default of the last owner. In 1995, the Housing Authority purchased the property for \$1.00. Through the contract of sale and with certain stipulations, HUD agreed to indemnify the Housing Authority against liability for costs arising from pre-existing environmental conditions affecting the soil and groundwater as a result of the past tank farm usage.

Ujima Village was built to respond to the community's need for affordable housing. The poor workmanship of the original construction has led to the deterioration of the units over time. The Housing Authority has invested in the rehabilitation of several units, but rent revenue has been insufficient to adequately address the housing conditions and abate the asbestos and lead throughout the development. Several units deteriorated to the point of being uninhabitable. The inability to rent dilapidated units further reduced the Housing Authority's rent revenue and ability to make the needed improvements.

In February 2004, the Housing Authority issued a Request for Statement of Qualifications to solicit private developers to purchase, rehabilitate, and operate Ujima Village. Private developers are able to access various types of financing, such as tax credits, not available to public agencies. A developer, subsequently selected through a competitive process, conducted an environmental site assessment during the due diligence phase. The assessment used up-to-date sampling technologies and laboratory methods to determine subsurface soil and groundwater conditions. The sampling identified gasoline and crude oil in the soil and groundwater below Ujima Village. The developer estimated a cost of \$63.5 million for the rehabilitation of the structure, eventually declining to proceed with the purchase of Ujima Village. The reason given was concerns about the presence of contaminants and future liability.

The Housing Authority then commissioned additional testing of the soil, groundwater, and internal air. The tests confirmed vapor migration barriers used during construction successfully kept the soil vapors from entering the apartments. However, due to the need to conduct further testing and remediation and the uncertainty about the future use of the Ujima Village site, new resident leases were suspended in May 2006.

In January 2007, the County's Department of Health Services determined that the test results did not provide the basis for any findings of adverse effects on human health, and that further test evaluation was warranted. Later that year, the Housing Authority submitted all environmental documentation to the California Regional Water Quality Control Board (Water Board). In November 2007, the Water Board issued an order to the Housing Authority and to ExxonMobil to complete environmental investigation, assessment, monitoring, and cleanup of the Ujima Village site. The investigation of the conditions at Ujima Village and Earvin "Magic" Johnson Recreation Area is ongoing. Preliminary findings indicate there is no immediate health risk for Ujima Village

residents. The full extent of the contamination and method of remediation have not yet been determined.

Tenant Relocation

Ujima Village is comprised of 300 1- to 4-bedroom units of affordable housing. It is not public housing, although most tenants qualify for and receive rent subsidies from the U.S. Department of Housing and Urban Development (HUD). The Section 8 Tenant-based and Section 8 Project-based programs allow tenants to pay 30% of their incomes toward the rent. The unsubsidized tenants pay rents determined by market comparable data at the time of move-in, regardless of their income; accordingly, long-time tenants pay much lower rents than newer tenants.

As a direct result of the Water Board's work order, HUD notified the Housing Authority of its intent to offer relocation assistance to Ujima Village residents wishing to move voluntarily. The relocation assistance program began on June 13, 2008 with 159 of the units occupied.

On November 12, 2008, the Board directed the Acting Executive Director to take steps to close Ujima Village, and to develop a strategy to relocate the tenants opting out of HUD's program. The Board also approved funds to relocate Ujima Village tenants under the Uniform Relocation Act.

HUD terminated its relocation program on January 23, 2009. The vast majority of Ujima Village residents have successfully relocated. Only 16 households currently remain in place, of the 159 who were there when HUD began offering relocation benefits in June 2008. Most of the remaining households are actively searching for replacement housing and plan to move in the near future.

Attached for your review and approval is the Ujima Village Relocation Plan. The Plan provides information regarding relocation benefits for tenants who did not take advantage of HUD relocation assistance. Tenants currently being assisted under either the Section 8 Tenant-based or the Section 8 Project-based are entitled to Section 8 Housing Choice Vouchers to secure replacement housing. They may choose to move into public housing developments as replacement housing. Tenants receiving Section 8 Project-based assistance may be offered project-based subsidized housing at another location as replacement housing. Tenants currently paying unsubsidized rents, who are not Section 8 participants, are entitled to replacement housing payments in accordance with the Uniform Relocation Act. The formula for calculating payments and other details are included in the attached Relocation Plan.

The Relocation Plan was disseminated for a 30-day public comment period ending on March 3, 2009. A copy of the Plan was also provided to the Legal Aid Foundation within the first few days of the comment period. No comments were received from any members of the public or from the Legal Aid Foundation.

Upon the Board's approval of the Relocation Plan, any remaining tenants will receive 90-day notices to vacate the property. This will allow tenants until July 2009 to find replacement housing. It is necessary to vacate the property entirely in order to finalize its closure, as instructed by the Board in November 2008. Since the initiation of HUD's relocation assistance in June 2008, tenants will have had more than a year to find replacement housing and to vacate the property.

ENVIRONMENTAL DOCUMENTATION

This activity is exempt from the provisions of the National Environmental Policy Act pursuant to 24 Code of Federal Regulations, Part 58, Section 58.34 (a)(3), because it involves an administrative activity that will not have a physical impact on or result in any physical changes to the environment. The activity is also not subject to the provisions of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines 15060(c)(3) and 15378, because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

IMPACT ON CURRENT PROGRAM

Approval of the attached Relocation Plan will allow the Housing Authority to assist the few remaining tenants at Ujima Village in finding suitable replacement housing. The initiation of eviction proceedings, as needed, will allow any remaining units to be vacated so that Ujima Village can be closed, as instructed by the Board of Commissioners last year. Finally, initiation of the environmental review process will allow consideration of alternatives for disposition of the site after its closure.

Respectfully submitted,


CORDE D. CARRILLO
Acting Executive Director

Attachment 1

**UJIMA VILLAGE HOUSING DEVELOPMENT
RELOCATION PLAN**

**Housing Authority of the County of Los Angeles and the
Community Development Commission of the
County of Los Angeles**

FEBRUARY 2, 2009

UJIMA VILLAGE RELOCATION PLAN

I. INTRODUCTION

Ujima Village Development is primarily a multifamily project-based Section 8 housing project. It is a large complex occupying approximately 16 acres of land with a central address at 941 E. 126th Street in the unincorporated Willowbrook area of Los Angeles County. There are 300 dwelling units in Ujima Village consisting of one, two, three, and four-bedroom units. The Housing Authority of the County of Los Angeles (HACOLA) purchased Ujima Village from the Department of Housing and Urban Development (HUD) in 1995. HACOLA began operating the facility shortly after they acquired the property from HUD. A site map of Ujima Village Housing Development and the surrounding neighborhood is included as Attachment I.

HACOLA has had to be creative and innovative in solving the myriad of problems that previously existed and have arisen since it acquired the property from HUD in 1995. Those problems compelled a need for substantial rehabilitation including lead and asbestos abatement, replacement of utility infrastructure, repair of structural damage, repair or replacement of electrical systems, roofs, appliances, damaged hardware and other fixtures, damaged doors, floors, walls and windows, painting, drainage problems, installation of irrigation systems, seismic retrofitting, landscaping and contaminated subsurface land and groundwater. The cost to alleviate those problems has become prohibitive for HACOLA. Twice since 2003, HACOLA has unsuccessfully tried to sell the property in two separate requests for proposals. Since no purchase agreement could be reached due to the excessive cost to alleviate the age-related and other problems at the complex and the fact that it has reached the end of its useful lifespan, HACOLA began working directly with HUD to determine the course of action to vacate the residents from the property, demolish the buildings, and abate the contamination.

HUD initiated a voluntary relocation program of all tenants on June 13, 2008 because of concern of potential harm and threat to human health due to environmental conditions on the site. This relocation effort significantly reduced the number of households residing at Ujima Village and greatly decreased the revenue to HACOLA to operate the housing development. HUD terminated the Housing Assistance Program (HAP) contract when their voluntary relocation program ended in January 2009. As a result, HACOLA cannot afford to continue operating the housing development for households remaining at this site and the housing development must be permanently closed.

On November 12, 2008, the Los Angeles County Board of Supervisors approved the closure of Ujima Village and approved federal Community Development Block Grant (CDBG) funds for the relocation of the residents remaining on the property after HUD completed its voluntary relocation program. While no additional funds have been allocated to facilitate the tasks of demolition, property management and security, and the abatement of soil contamination, it is anticipated that the CDBG funds may also

have to be utilized in the future for demolition of the buildings since their vacancy creates a significant a health and safety risk in that community that must be mitigated as soon as sufficient funds are secured. The use of these federal funds mandate that the occupants of the property be afforded relocation assistance and benefits in accordance with the Uniform Relocation and Real Properties Acquisition Policies Act and its promulgated regulations (URA). Because the project will utilize CDBG funds, permanent relocation benefits for lower-income households may be calculated as dictated by Section 104(d) of the Housing and Community Development Act of 1974, (the Act) as amended [42 United States Code, Section 5304(d)].

Since HACOLA operates in California it must comply with applicable California state laws. One of those laws is the California Relocation Assistance Law, Government Code 7260 et seq, (CRAL). Like the federal government, California promulgated relocation regulations in an attempt to ensure efficient and effective compliance with CRAL. Those regulations are; California State Relocation Assistance and Real Property Acquisition Guidelines, Title 25 California Code of Regulations 6000 et seq, (Guidelines). The impact of being required to be in compliance with both federal and state relocation rules is simple; if there is an inconsistency between federal and state rules, the rules that provide the greatest benefits to the displaced families will be followed. It is anticipated that the only inconsistency will be in adjusting gross income (for the purpose of calculating certain relocation payments) for large families, families with elderly individuals or families with extraordinary medical expenses. However, if other inconsistencies surface they will resolved based on the above policy.

II. PURPOSE OF THIS RELOCATION PLAN

There are multiple goals for this relocation plan.

1. Identify potential problems that will be encountered in carrying out the relocation activities of the project.
2. Create solutions to the problems.
3. Commit HACOLA to an approach to complete the relocation activities.
4. Identify relocation resource needs in order to ensure that there are sufficient housing resources available for the occupants of Ujima Village.
5. Identify relocation and relocation associated costs.

An initial relocation plan was developed and submitted to HUD on January 12, 2007. This updated plan revises and amends the original relocation plan. The primary purpose of the revised plan is compliance with State of California Relocation Guidelines and includes input from the occupants of Ujima Village. The interviews for the revised plan started December 1, 2008 after funds for the relocation of the residents were approved by the Los Angeles County Board of Supervisors and the

residents were notified of their rights under federal law. In accordance with State of California Relocation Guidelines, no notices to vacate will be issued until the final plan has been approved by the Executive Director of HACOLA.

III. RESPONSIBILITY AND ACCOUNTABILITY

HACOLA is responsible for the successful completion of this project and has assigned a Project Manager to coordinate and oversee the relocation effort with technical assistance provided by the Community Development Commission's (Commission) Acquisition and Relocation Unit (ARU). The Project Manager has the responsibility to coordinate and complete all necessary activities of the Ujima Village relocation effort as described in this plan. These activities may include, but are not limited to, ensuring adherence to adopted guidelines and policies, ensuring that all funds are available in an expeditious fashion, that all documents and forms comply with legal and acceptable standards, that all payment funds are satisfactorily documented, and interacting with HUD and appropriate staff and other resources as determined necessary to complete these tasks.

The Project Manager will have the responsibility of managing all relocation activities, including but not limited to, ensuring that the Relocation Consultant (Consultant) is aware and knowledgeable of Commission policies and procedures, that the Consultant complies with all appropriate policies, is responsible for the review and approval of all requests for relocation payments, and is responsible for all direct relocation tasks. If the delivery of timely service becomes an issue, the Project Manager will communicate with upper management up to and including the Acting Executive Director to ensure that the needed services are delivered.

The Project Manager will be primarily responsible for completing relocation tasks as described in this document.

IV. THE PROCESS

1. On May 1, 2007, HACOLA sent General Information Notices (GIN) to the occupants of Ujima Village that include the following:
 - a. HACOLA is closing the Ujima Village housing development which may create relocation eligibility for the occupants and necessitate that they vacate the property.
 - b. If the occupants are required to vacate the property they will be entitled to relocation benefits in accordance with applicable state and federal laws and regulations.
 - c. A statement generally describing relocation benefits.

- d. An assurance that no one will be required to move unless a comparable referral is offered to them.
 - e. A statement that no one will be required to move without at least a 90 - day notice to vacate.
 - f. A statement that HACOLA will establish a relocation appeal process and make it available to all occupants of Ujima Village.
 - g. A clear statement that at this time no one is eligible for relocation benefits. In addition, it will be clearly stated that when a person becomes eligible the HACOLA will send the families a Notice of Eligibility (NOE).
 - h. A clear statement that advises the families that if they move prior to issuance of the NOE they will not be entitled to relocation benefits.
2. Upon approval of funds by the Board on Supervisors for the relocation of the remaining Ujima residents, HACOLA began the selection process for a Consultant to carry out the relocation activities of the Ujima Village Development relocation project. The Board of Supervisors approved these funds on November 12, 2008.
 3. Within 10 working days after the Board of Supervisors approved funding to the Ujima Village Development relocation project, the HA notified all occupants of Ujima Village that they will proceed with the relocation activities. The date this letter was sent is the Initiation of Negotiations (ION) for the Ujima Village Development relocation project. The ION is critical because it is the date when families at Ujima Village become eligible for relocation benefits under this mandatory relocation program.
 4. The Consultant, with participation, cooperation and assistance from HACOLA staff, began meeting with a great majority of families that will be displaced from Ujima Village on December 1, 2008 to advise households of possible alternatives that will be available to them and the Consultant solicited input from the families of their interest in the different alternatives.
 5. When the needs of the families have been determined a Notice of Eligibility (NOE) must be prepared by the Consultant for each household. The NOEs must be reviewed and approved by the HACOLA Project Manager when their completeness and accuracy is acceptable. The Consultant will assist HACOLA in relocation activities that will ensure that there is a high probability that the comparable unit can be secured by the family in an expeditious period of time. This is critical in situations where the comparable unit is a "Section 8" dwelling. The Consultant must be confident that the inspection and approval

of the unit is likely to be accomplished in a timely fashion to insure that the family can actually rent and occupy the unit.

6. This requires that HACOLA has established a network and procedure to complete inspections in a timely manner and can work with appropriate Housing Authorities to ensure expeditious processing of required paperwork for Section 8 Voucher holder households who "port out" of HACOLA.
7. This final version of the relocation plan incorporates the needs of the families as determined through interviews. The revised plan will be published and made available to the residents of Ujima Village and the general public. Comments will be considered for a period of 30 days. All appropriate comments will be incorporated into the final plan as a plan addendum prior to submission for approval from the Acting Executive Director of HACOLA. A copy of the approved plan will be forwarded to the HCD. No notices to vacate will be sent until the plan has been approved by the Acting Executive Director of HACOLA.
8. Within 60 working days of the date of the ION, the HACOLA will send NOEs to all of the families in Ujima Village. To the greatest degree possible the NOEs will be hand delivered to the eligible families in the Ujima Village Development. The NOEs must contain at least one referral to a comparable Decent, Safe and Sanitary (DSS) dwelling. The NOEs are a binding commitment that HACOLA will pay incurred and actual relocation benefits to the limit described in the notice. (Comparable DSS is defined in this document. It is important for the reader of this document understand that the definition of "comparable" in this document meets all legal and regulatory requirements while being unique to the project).

As appropriate, if the NOEs are delivered prior to the approval of a final relocation plan the letters will contain clear and obvious language that the families are eligible for relocation benefits if they elect to vacate. They will be advised in the NOE that no vacate notices will be given to anyone until the final relocation plan has been approved.

9. Once the final plan is approved, the 90-day Notice to Vacate will be sent to each household and the Consultant will offer to transport the family to the comparable unit in a timely fashion.
10. The Consultant will inspect the unit to insure that it meets DSS standards.¹ If the unit will be rented by a Section 8 Voucher Holder, HACOLA will conduct the inspection. Assuming the unit meets DSS standards and all approvals

¹HACOLA, in establishing "inspection and approval" procedures with other Housing Authorities, may attempt to secure approval for the consultant to inspect the dwelling to meet the Housing Authority requirements, if necessary. When the approval has been secured the DSS inspection report will be modified to include all of the requirements of the appropriate Housing Authority.

have been secured for the family to rent and occupy the comparable unit, the Consultant will prepare a request for an advanced relocation payment for eligible families. The amount of advanced payment will be sufficient to ensure that the eligible family can move from Ujima Village and secure the replacement dwelling.

11. The Consultant will submit the document to Project Manager.
12. The Project Manager will approve or request clarification of the request within 24 hours of submission of the request.
13. The Consultant will ensure that the family signs the request in the appropriate manner.
14. After an individual family has vacated Ujima Village, the Consultant will prepare a final relocation payment claim for the family and submit it to HACOLA. Upon review and verification that the claim form is complete and accurate, the HACOLA will sign off and process the check for the final payment within 20 days of receipt and approval of the final claim.

V. KEY STEPS IN THE DECISION PROCESS

1. Receive funding or assurances of funding that the relocation funds are available and sufficient to relocate all of the families from Ujima Village.
2. Selection of the Relocation Consultant to carry out the relocation activities.
3. Preparation and approval of GINs and NOEs.
4. Approval of advanced relocation payments.
5. Approval of final relocation payments.

VI. CONSULTANTS

1. In accordance with the Scope of Services the selected Consultant firm will provide relocation agents to work on the Ujima Village Development relocation project.
2. If necessary and appropriate, all Consultant employees will attend a mandatory training program conducted by HACOLA/Commission. The training program will cover relocation requirements and the specific requirements of the Ujima Village Development relocation project.
3. Throughout the duration of the contract the Consultant will direct all inquiries and submit all documents for approval to the Project Manager.

4. The Consultant will have a written response from the Project Manager within one working day for all inquiries. The Consultant will have either a written approval of a submitted document or a written demand for correction for all documents within one working day of the submission of the documents. HACOLA will expect that all documents to be clear, free of typographical errors and in compliance with appropriate regulations and policies. The Project Manager will not delay the approval of documents for typographical errors if the purpose and intent of the notice has been met.

VII. FUNDING SOURCES AND THE IMPACT OF THOSE FUNDS

Federal funds, including CDBG funds from HUD, are allocated to fund the relocation of Ujima Village residents that remain on the property after HUD completes its voluntary relocation program. As stated previously, the use of federal funds necessitates that relocation benefits and assistance be offered to the occupants of Ujima Village in accordance with the URA. HUD has other programs with additional relocation requirements different than the URA. Generally those programs are known as the 104(d) program.

HACOLA has determined that in addition to complying with all applicable URA regulations (49 Code of Regulations Part 24), and State of California relocation rules and regulations, it will also comply with 104(d) replacement housing payment benefits for income-eligible households who do not receive project-based or tenant-based subsidies for their residency at Ujima Village if the benefit to the household is greater than they would receive under the URA.

The obligation for 104(d) one-for-one replacement housing is not applicable to this relocation activity because the units are unsuitable for rehabilitation. There are significant substandard conditions at the site related to environmental issues that are a direct result of its prior use as a tank farm for petroleum products including soil and groundwater contamination and other major site conditions due to poor construction. These conditions include lead and asbestos, and defective plumbing, electrical systems, seismic retrofitting, and related structural damages that all present health and safety risks to the occupants.

Due to the excessive cost to alleviate the age-related and environmental conditions at the complex, it has been determined that Ujima Village has reached the end of its useful lifespan. Securing funding for the environmental clean up of the contaminants in the soil and groundwater may prohibit that activities related to a future use will take place within a reasonable time frame of each other. Because of the environmental issues and other substandard conditions at the site, none of the units at Ujima Village are suitable for rehabilitation and, by the time the demolition has occurred, all of the units will be vacant for an extended period of time. Therefore, the County has no Section 104(d) liability with respect to replacing the units.

HACOLA, however, remains firm in its commitment to sustain the affordable housing stock in Los Angeles County and will revise the Community Development Commission of the County of Los Angeles One-for-One Replacement Plan published in the Los Angeles Urban County 2008-2009 One Year Action Plan by adding the Ujima Village Relocation Project which will displace up to 28 households. Newly constructed low-income replacement dwellings will be available for occupancy during this fiscal year at 3887 E. 1st Street, Los Angeles, CA 90063 that will result in 85 units being added to the affordable housing stock.

VIII. GOALS OF THE UJIMA VILLAGE RELOCATION PROJECT

The goal of the Ujima Village relocation project is to relocate the occupants living in Ujima Village into decent, safe and sanitary dwellings that are environmentally safe and are comparable to their current dwelling.

IX. ASSESSMENT OF NEEDS

To obtain information necessary for the preparation of this Plan, personal interviews were conducted in December 2008 with the residents who do not receive any housing subsidy. During that time, there were 12 occupied non-subsidized residential units and nine (9) of these households were interviewed. For other displacees who have to annually submit current family size, income criteria and other pertinent information, the assessment of needs for this plan was obtained through review of individual files and interviews with residents and HACOLA staff. At that time, there were 14 project-based occupied subsidized units and 2 tenant-based occupied units.

Inquiries made of the residential occupants included household size and composition, ages of occupants, rental and income information, length and type of occupancy, ethnicity, language first spoken in the home, disabilities/health problems, and preferences related to replacement housing and location. The descriptive data in this Plan concerning residents are based solely on anecdotal responses. No attempt was made to qualify income or other information provided by residents.

Following is a table of the occupied units in Ujima Village as of December 15, 2008.

Size of Occupied Units

	2	3	4	5	6
Project-Based Units	2	4	6	2	14
Section 8 Voucher Units	1	0	1	0	2
Market Units	0	2	9	1	12
Total Occupied Units	3	6	16	3	28

Following is a table of the number of occupants at Ujima Village

Number of Occupants in Units

Unit Type	1-2 Occupants	3-4 Occupants	5-6 Occupants	7-8 Occupants	Total
Project-Based Units	2	12	18	11	43
Section 8 Voucher Units	1	0	3	0	4
Market Units	0	4	34	3	41

Following is a table with financial data pertaining to the occupants at Ujima Village.

Project-Based Units

Unit Type	Number of Units	Annual Income	Annual Rent	Annual Subsidy
1- bedroom Units	2	\$360	\$41,625	\$11,583
2.-bedroom Units	4	\$0	\$39,038	\$12,091
3-bedroom Units	6	\$0	\$31,588	\$13,585
4-bedroom Units	2	\$7,524	\$39,884	\$16,402

Section 8 Voucher Holder Units

Unit Type	Number of Units	Annual Income
1- bedroom Units	1	\$6,270
3-bedroom Units	1	\$34,440

Market Rent Units

Unit Type	Number of Units	Annual Income	Annual Rent
2.-bedroom Units	2	\$31,800	\$47,058
3-bedroom Units	9	\$19,188	\$76,400
4-bedroom Units	1		\$52,668

Additional information about occupants

Personal interviews also revealed that members of eight (8) households were elderly, disabled, or expressed that they had other health problems. All these households used English as the language first spoken in the home, and preferences related to replacement housing and location were noted in the client files.

Additionally, there were eight (8) households in non-subsidized units who relocated from Ujima Village as part of HUD's voluntary relocation program. They received relocation benefits directly from HUD including cash incentives and money for moving expenses and security deposits. HUD did not provide them with a Section 8 Voucher or a replacement housing payment even though they were displaced for the same reason as those residents in project-based occupied subsidized units and tenant-based occupied units who received Section 8 Vouchers. One household was evicted for cause related to a violation of the lease agreement. Based on the policies established as a result of a HUD monitoring finding requiring that occupants displaced within a 12 month period prior to a displacing activity are accounted for and provided benefits in compliance with all applicable regulations, these other households will be contacted and will be eligible to receive a replacement housing payment.

For purposes of determining whether overcrowding conditions exist, an occupancy standard consistent with the Uniform Core requirements was adopted. Age and gender of children were also considered when determining overcrowding. This standard generally allows for up to three persons in a one-bedroom unit, five persons in a two-bedroom unit, seven persons in a three-bedroom unit, and nine persons in a four-bedroom unit based on typically sized California dwellings. Based on the adopted Occupancy Standard, there are no overcrowded units among the Ujima Village market rent tenants.

Some households may not qualify for assisted or public housing for one of two reasons. In some cases the family's income has increased to such a level they no longer qualify for assisted or public housing. The other reason is that some occupants may have criminal records which prohibit them from occupying public housing or assisted housing. These families will be offered relocation opportunities to private market housing.

X. REPLACEMENT HOUSING RESOURCES

There are two major categories that must be understood when talking about replacement housing resources. Those two categories pertain to resources that can be used as comparable referrals (Comparable Housing) and resources that the families may elect to move to (Elective Housing).

Comparable Housing

Comparable housing is housing that may be used as referrals by the HACOLA for replacement dwellings. A public agency that cannot find at least one referral to a comparable dwelling for each displaced family may not issue a notice to vacate that family. Therefore, the definition of what constitutes a comparable dwelling unit is critical to the relocation process. The term "comparable" is defined in the URA regulations and in the State of California Relocation Guidelines. The URA definition of comparable creates greater benefits for tenants than the State of California

Relocation Guideline definition. HACOLA therefore uses the URA definition of comparable. That definition is contained in Attachment II to this document. A brief summary of that definition and the impact as it relates to the Ujima Village Development relocation project is:

The comparable must meet decent safe and sanitary criteria, it must be free of environmental problems, in a similar, or better neighborhood, similar in size and function to the displacement dwelling, actually available for the family to rent and financially affordable. In the case of families and individuals that occupy public or public assisted housing; public assisted housing that is functionally equivalent, and meets the other criteria, fulfills the definition of a comparable.

In the Ujima Village Development relocation project there are families that are living in public assisted housing, specifically project-based multifamily Section 8 housing and tenant-based Section 8 Voucher housing. In regards to Ujima, Section 8 Voucher housing, project-based Section 8 assisted housing referrals, and public housing of similar size and function meet the definition of comparable housing (assuming they meet other applicable criteria). Consistent with the requirements of URA, there may be circumstances when a comparable replacement dwelling contains fewer rooms or, consequentially, less living space than the displacement dwelling at Ujima Village. This will be applicable when the displaced household accepts an offer of government housing assistance and the applicable requirements of such housing assistance program require that the displaced household occupy a dwelling that has fewer rooms or less living space than the displacement dwelling.

In instances when families or individuals are currently in non-assisted units or no longer qualify for public or publicly assisted housing a comparable referral will be a referral to an apartment available on the open market. The financial availability criteria will be met by determining the difference between their current rent including utilities and the rent of the replacement comparable including utilities. In instances when a family or individual meets the definition of low income and 30% of their income is less than the rent they were paying at Ujima Village, 30% of their income will be used to calculate their payment. In these instances the families will be entitled to the higher payment.

A housing survey was performed during the month of December 2008 to identify available comparable, decent, safe and sanitary units for rent in close proximity to the Project site. Based on the results of that survey, it appears that comparable replacement dwelling units will be available during the relocation period to meet the potential needs of the market rent and Section 8 voucher-holding households, who will be displaced.

The following tables identify Comparable Housing that is currently available. There are 370 available Section 8 Housing units and 51 vacant Market Rate units in close proximity to Ujima Village. Additionally, some Ujima Village residents have elected to

relocate to public housing owned and operated by HACOLA during HUD's voluntary relocation program. There are public housing units available for income qualified residents should they wish to become public housing residents.

Available Market Rate Units and Corresponding Rent

Bedroom Size	2-bdrm	3-bdrm	4-bdrm
# Found	15	29	7
# Needed	2	9	1
Rent Range	\$900-\$1,400	\$1,200-\$1,925	\$1,700-\$2,000
Median Rent Value	\$1,075	\$1,510	\$1,875

Available Section 8 Units and Corresponding Rent

Bedroom Size	1-bdrm	2-bdrm	3-bdrm	4-bdrm
# Found	110	105	105	50
# Needed	3	4	7	2
Rent Range	\$750-\$1,425	\$952-\$1,700	\$1,350-\$2,500	\$1,725-\$2,600
Median Rent Value	\$1,124	\$1,400	\$1,885	\$2,300

Every person that qualifies will be offered a Section 8 voucher or a public housing unit. It is anticipated that 10% of the households will want to port their Section 8 vouchers to areas outside of Los Angeles County. They will be permitted to do so. This leaves approximately 27 families that will need referrals to housing in close proximity to Ujima Village. Of the 27 families, 12 are residing in non-assisted housing and can be referred to market housing as a comparable. The total available units in mid-December 2008 are 421 publicly assisted housing and market rate housing units.

Elective Housing

Several households have advised HACOLA staff that, if they are required to move from Ujima, they want to move to a different area. The most commonly referenced areas are Lancaster/Palmdale, Riverside County and San Bernardino County. The major reason families have expressed interest in these areas is that they have more affordable housing. Though HACOLA cannot use these areas for comparable housing they will search for public assisted housing in these areas for the families that have expressed interest. Furthermore, HACOLA will take all appropriate action

possible to port Section 8 vouchers to any place a family elects to relocate. These actions include, but are not limited to, waiving time limits for "porting" a voucher.

As reported in the Comparable Housing section above, there are 421 units that could be used for comparable referrals. In addition, it is anticipated that there are sufficient available elective housing units outside the of the 10-12 mile radius to meet the needs of all Ujima Village occupants that may elect to move out of the area

XI. CONCURRENT RESIDENTIAL DISPLACEMENT

Telephone conversations with relocation consultants indicate that there are no significant residential relocation projects planned for the immediate future in close proximity to Ujima Village. The Los Angeles Unified School District (LAUSD) is aggressively acquiring property for school sites throughout the Los Angeles area; however, LAUSD focuses on acquiring property that has commercial occupants in hopes of minimizing residential displacements. Based on the existing information and the unique make-up of the Ujima Village occupants, HACOLA does not anticipate that they will be competing with other agencies for replacement dwellings.

Prior to commencing relocation activities this plan will be disseminated to all public agencies in close proximity of Ujima Village advising them of the displacements that may impact their projects. It is the position of HACOLA that Ujima Village displacements should have a priority over other displacements.

XII. TEMPORARY HOUSING

There is no anticipated need for temporary housing. Should such a need arise, HACOLA will respond appropriately and in conformance with all applicable laws and requirements.

XIII. PROGRAM ASSURANCES AND STANDARDS

Services will be provided to ensure that displacement does not result in different or separate treatment of households based on race, nationality, color, religion, national origin, sex, marital status, familial status, disability or any other basis protected by the federal Fair Housing Act, the Americans with Disabilities Act, Title VI of the Civil Rights Act of 1964, Title VII of the Civil Rights Act of 1968, the California Fair Employment & Housing Act, and other applicable laws and regulations.

No one will be displaced without 90 days notice and unless comparable replacement housing can be located and is available. Comparable housing has been described above and defined in Attachment II to this plan.

Special policies were created to benefit the occupants of Ujima Village and ensure that the project activities are completed appropriately in an efficient manner. Those policies are:

1. Coordination with other Housing Authorities will be established in an effort to minimize delays in securing available housing resources.
2. The Project Manager for HACOLA will be empowered to act expeditiously in making decisions.
3. The Consultant may be given funds, on a monthly basis or as needed, to be placed in an escrow account to ensure that funds are available to displacees for legitimate and appropriate advanced relocation payments.

XIV. RELOCATION ASSISTANCE PROGRAM

Resources will be available to assist any displaced household with questions about relocation and/or assistance in relocating. A comprehensive relocation assistance program with technical, advisory, and case management assistance will be provided to the households being displaced. Close contact will be maintained with each household. Specific activities will include:

1. GINs sent to all tenants who will be displaced.
2. Distribution of informational handbook.
3. Fully inform residents of the nature of, and procedures for, obtaining relocation assistance and benefits.
4. Determine the needs of each displacee eligible for assistance, including any special needs of the elderly and disabled.
5. Make benefit determinations and payments in accordance with federal and Agency adopted relocation guidelines.
6. NOEs will be hand delivered and explained to each family in rare instances when it has become evident that a family cannot be contacted personally, the NOEs will be sent via certified return receipt mail and regular mail delivery).
7. Timely referrals to at least one comparable replacement dwelling as defined above and if necessary, transportation to inspect potential replacement dwellings.
8. HACOLA, Commission staff, and the Consultants will be directed to ensure that questions are answered quickly, accurately and in a manner that they understand, including but not limited to:
 - a Assistance in preparing specifications and inventories to secure move cost estimates.

- b. Assistance in securing move cost estimates.
 - c. Review of move cost estimates.
 - d. A clear explanation of the moving options available to families.
 - e. Review of rental agreements or other contractual obligations necessitated by the required move from Ujima Village.
 - f. Review and comment on invoices, bills or similar devices that were the direct result of the move from Ujima Village.
- 9. Assistance with completion of relocation claims forms and rental applications.
 - 10. Assistance in filing an appeal if necessary.

Relocation Benefit Categories

Relocation benefits will be provided in accordance with the URA, URA regulations, the CRAL, CRAL Guidelines, and all other applicable regulations and requirements. Benefits will be paid upon submission of required claim forms and documentation in accordance with approved procedures. HACOLA will provide appropriate benefits for each displaced household as required by the above laws and requirements.

1. Comparable Replacement Unit for Tenants Receiving Housing Assistance

Many tenants of Ujima Village receive government housing assistance through project-based assistance (Project-Based Section 8) or tenant-based assistance (Section 8 Housing Voucher Programs). Eligible tenants receiving such assistance are entitled to receive a comparable replacement dwelling in the form of a similarly subsidized unit. The subsidized replacement unit must be "functionally equivalent" to the displacement unit, pursuant to the definition of "comparable replacement dwelling" defined in Attachment II to this document. For the purposes of defining "similarly subsidized unit", the following applies:

- a. Tenants who receive project-based housing assistance in Ujima Village are entitled to receive referral to a comparable project-based subsidized unit or a portable housing program subsidy (i.e., a Section 8 Housing Voucher as replacement housing).
- b. Tenants who currently receive housing assistance through the Section 8 Voucher Programs are entitled to a Section 8 Voucher as replacement housing.
- c. Tenants receiving project-based assistance at Ujima Village may be offered, but will not necessarily have to accept, a unit in a public

housing development as replacement housing. Tenants receiving tenant-based Section 8 assistance at Ujima Village may be offered but will not necessarily have to accept, public housing or project-based subsidized housing as replacement housing.

2. Residential Moving Expense Payments

Eligible households will receive a payment for moving expenses. Payments will be made based upon either a fixed room count schedule or an invoice for actual reasonable moving expenses from a licensed professional mover.

a. Fixed Payment

A fixed payment for moving expenses based on the number of rooms containing furniture or other personal property to be moved. The fixed moving payment will be based upon the most recent Federal Highway Administration schedules maintained by the California Department of Transportation.

Schedule of Fixed Moving Payments									
Room Count	1	2	3	4	5	6	7	8	Each Additional
	\$625	\$800	\$1,000	\$1,175	\$1,425	\$1,650	\$1,900	\$2,150	\$225

b. Actual Reasonable Moving Expense Payments

HACOLA will secure at least one bid or estimate for all actual moves. Displaced households may elect to have a licensed professional mover perform the move. If so, HACOLA will pay for the actual cost of the move up to 50 miles, and all reasonable charges for packing, unpacking, insurance, and utility connection charges. HACOLA will make the payment for actual moving expenses, with the exception of utility connections, in joint payment to the moving company and the displaced family. Utility connection payments may be paid in the manner requested by the displaced family.

If the family elects to make a self-move and not use the fixed payment method, they will be reimbursed for all documented out of pocket expenses up to the amount of the low bid or estimate submitted by a moving company. Labor charges will not exceed the charge rates of a moving company. Rental rates for equipment will not exceed the rates charged for similar equipment by rental companies in close proximity to Ujima Village.

3. Replacement Housing Payment (RHP)

a. Rental Assistance/Down Payment Assistance

Displaced households who are lawful tenants² may be eligible for both Rental Assistance and Moving Expense Payments. Whenever a lawful tenant is provided a referral to a comparable replacement dwelling that will result in increased rental costs a RHP will be available to them. A RHP is calculated by subtracting the lesser of either their current rent including utilities or 30% of their income from the monthly rent, plus utilities, for a comparable dwelling. That monthly difference will be multiplied by 42 months, as applicable.

Based upon the available data regarding project displacees, income-eligible displaced households may qualify for, and may be eligible to apply for, Section 104(d) relocation benefits. Rental Assistance Payments under this program are calculated based upon the monthly housing need over a 60 month period for eligible occupants whose income level does not exceed 80% of the median income for the County of Los Angeles, as established by HUD. Recipients of 104(d) benefits would also be eligible to receive reimbursement for security deposit and credit check fees. The RHP for these households will be calculated under both the URA and Section 104(d) and the households will be entitled to and receive the higher of these amounts.

Households may opt to apply the amount to which they are entitled toward the purchase of a replacement dwelling. There are specific requirements that must be met to qualify for a RHP. Those requirements include:

- i. The displaced family must either rent or purchase a decent, safe and sanitary (DSS)³ dwelling within one year of the date they vacated Ujima Village.
- ii. The displaced family must submit a claim for the RHP within 18 months from the date they vacated Ujima Village.
- iii. RHP payments will be limited to the amount of money necessary to rent the comparable replacement dwelling.

A family that has a Section 8 Voucher or is living in project-based assisted housing will be referred to a comparable replacement unit. If that publicly assisted housing is available to that family without any increased cost there will be no RHP available for that family.

² For this document lawful tenant means individual identified on a lease agreement between the Housing Authority and the occupant.

³ DSS is a specifically defined term found in the URA. This document adopts that definition.

b. Bridge Replacement Housing Payments

When families who qualify for Section 8 housing secure Section 8 housing that has a higher out of pocket expense than their current cost, a RHP will be used to bridge that difference for 42 months.

c. Replacement Housing Payments for Ujima Tenants that Do Not Qualify for Public Housing or Publicly Assisted Housing

There are individuals in Ujima Village that may no longer qualify for public housing or publicly assisted housing. Those individuals fall into this category because their income exceeds current requirements or their criminal record prohibits them from securing and occupying public or publicly assisted housing. In these instances these individuals will be given referrals to housing available on the open market. Their entitlement will be based on the lesser of either 30% of their monthly income or their current rent including utilities. That lesser amount will be subtracted from the comparable rent, including utilities, and the resulting figure multiplied by 42 months.

4. Last Resort Housing Payments

Last Resort Housing is greatly misunderstood. The primary use of Last Resort Housing, for most displacing agencies, is used to pay RHPs in excess of \$5,250. Other possible uses of Last Resort Housing are the actual construction of new housing, the rehabilitation of existing housing and the use of unique sources to financing a mortgage. For the Ujima Village Development, HACOLA at its sole discretion may pay a RHP to family that was given a valid referral to comparable housing that was public housing or publicly assisted housing and voluntarily elects to relocate to housing available on the open market. Last Resort Housing in the Ujima Project will be used for the previously described "bridge replacement housing payments", payment of RHPs in excess of \$5,250.

Payment of Relocation Benefits

Relocation benefit payments will be made expeditiously. Claims and supporting documentation for relocation benefits must be filed with HACOLA within eighteen months from the date the family moves from Ujima Village.

There are two general types of relocation payments; the first is advanced relocation payments, the second is a final relocation payment. Procedures for preparing and filing claims and processing and delivering of payments will be as follows:

1. Advanced Relocation Payments

- a. HACOLA has encumbered funds sufficient to pay all relocation payments.

- b. The Consultant will prepare a memorandum and a claim form to be submitted to the Project Manager requesting an advanced relocation payment. The request will specifically state the need for the advanced payment, a statement that the payment is justified by an appropriate relocation regulation, and a signature of both the consultant and the family requesting the payment.
- c. The Project Manager will have 24 hours to deny or approve the request. The denial or approval must be in writing ("in writing" in this instance includes an e-mail response). The Project Manager may only deny a request for substantive reasons (i.e., the memorandum does not clarify why the payment is in accordance with applicable regulations).
- d. Upon receipt of written approval the Consultant will process the payment and deliver it to the family.
- e. HACOLA may fund an escrow account that the Consultant can use to pay advanced relocation payments. The escrow account will be funded on a monthly basis, unless it necessary to supplement the monthly funds with emergency funds. The process for approval to draw funds from this account is the same as the process described above.

It is unlikely that a family will have a need for more than one advance relocation payment; however, when circumstances warrant multiple advanced payments they will be processed in the manner described above.

2. Final Relocation Payments

- a. A claimant, with the assistance of the Relocation Consultant, will submit all necessary documentation to substantiate eligibility for the claimed payment.
- b. Assistance amounts will be determined and the required claim forms prepared by the Relocation Consultants in consultation with the claimant.
- c. Original signed claims supported by documentation and the relocation consultant recommendation will be submitted to the Project Manager.
- d. The Project Manager has the responsibility to recommend approval or denial of a claim for a final relocation payment. The Project Manager will take appropriate action on all final relocation claims within three days of the date the claim was submitted to them.

- e. In the event a claim is approved by the Project Manager they will submit a recommendation to the Executive Director recommending approval of the claim. The Project Manager will track the approval and processing of the final relocation claim. All final relocation claims will be processed within 20 days of the date the Project Manager recommends approval of the final claim.
- f. In the event a claim is denied by the Project Manager, the reason for the denial will be submitted in writing to the Consultant and will specify areas that need to be corrected and a recommendation of steps that need to be taken to correct the document. The Consultant has three days to resubmit the final relocation claim.
- g. Payments will be prepared and delivered to the Relocation Consultant for distribution. Payments will be delivered personally by the Relocation Consultant unless circumstances dictate otherwise. When payments can not be personally delivered, they will be sent by certified mail.
- h. Payment receipts and other signed acknowledgments will be obtained by the Relocation Consultant and kept in the case file.
- i. Unless otherwise instructed by HACOLA, the Relocation Consultant will not deliver final payments until the project site has been vacated by the family. Before issuance of a final replacement housing payment, occupancy of the replacement residency must be verified.

HACOLA may, in limited situations and at its sole discretion, make periodic payments for relocation assistance in situations when families request periodic payments. HACOLA defines periodic payments to mean two or more installment payments. An advance payment can be considered one installment payment. All payments can be made within the first year or spread out over a 42-month period.

No household will be displaced until comparable housing is located as defined in this document and as prescribed in the URA and the State of California Relocation Guidelines. The Relocation Consultants will inspect and document that all replacement dwellings meet all the standards of decent, safe and sanitary as defined in the URA and State of California Relocation Guidelines.

XV. Eviction Policy

HACOLA recognizes that eviction is permissible only as a last resort and that relocation records must be documented to reflect the specific circumstances surrounding any eviction. Eviction after the GIN is issued will only take place in cases of nonpayment of rent, violation of the lease agreement, fraud, a criminal act, or if the household refuses all reasonable offers to move. Eviction will not affect the eligibility of a person legally entitled to relocation benefits.

XVI. CITIZEN PARTICIPATION/COMMUNITY OUTREACH

HACOLA is taking aggressive steps to involve the community, in particular the residents of Ujima Village, in this project including conducting community outreach meetings for the residents of Ujima Village and sending informational correspondences by mail to each household.

XVII. CITIZEN PARTICIPATION/PLAN REVIEW

The Commission is responsible to make the final plan available to each household in the proposed project and to make it available to the public for the mandatory 30-day review period. Comments to the final plan will be included as a plan addendum prior to submission for approval from the Acting Executive Director of HACOLA. A copy of the approved plan will be forwarded to the HCD.

XVIII. APPEALS POLICY

The appeals policy will follow the appeals policy established by HACOLA and the Commission. A copy of that appeals policy is included in this final relocation plan as ATTACHMENT III.

XIX. PROJECTED DATES OF DISPLACEMENTS

Households will receive a 90-day notice to vacate before they are required to move. No notice to vacate will be given until the household has been given a referral to a comparable and letter of eligibility that describes their individual benefits based on the comparable referral. Notices will be sent approximately 60 days after HUD has approved funding for the project.

Relocation is expected to be completed for all households on or before June 1, 2009.

XX. ESTIMATED RELOCATION COSTS

HACOLA accepts the responsibility and obligation to pay all required relocation assistance and provide all relocation advisory assistance required under applicable laws and regulations. A relocation budget estimate was created assuming that all of the project-based and tenant-based families in subsidized units would relocate to public or public assisted housing and families non-subsidized units would not relocate to public or public assisted housing.

The Fair Market Rate (FMR) for rent has been used for this estimate though actual comparable replacement dwellings available at the time the Notice of Eligibility is sent to the displaced occupant will be used to establish the rent differential and the RHP.

Since Ujima residents do not pay any utilities, the cost of gas, electric, trash, water, refrigerator, and oven/range at the amount equal to the total for each bedroom size in Central Los Angeles on the Assisted Housing Utility Allowance Schedule are included with the FMR for establishing the estimated monthly replacement rent.

With those assumptions, the budget estimate for relocation costs is provided in the following tables:

Replacement Housing Payment Cost – Current Market Rate Tenants

Unit Size	#	FMR Utilities +	Current Rent	Rent Differential	42-Month RHP	RHP Total
2 BR	2	\$1,300 + \$98 \$1,398	\$593 (1) \$792 (1)	\$805 \$606	\$33,810 x 1 \$25,452 x 1	\$33,810 \$25,452 \$58,552
3 BR	9	\$1,746 + \$116 \$ 1,862	\$685 (4) \$854 (4) \$1,254 (1)	\$1,177 \$1,008 \$ 608	\$49,434 x 4 \$42,336 x 4 \$25,536 x 1	\$197,736 \$169,344 \$ 25,536 \$392,616
4 BR	1	\$2,101 + \$140 \$ 2,240	\$730 (1)	\$ 1,510	\$63,420 x 1	\$63,420
Total	12					\$514,588

Replacement Housing Payment Cost – Prior Market Rate Tenants

Unit Size	#	FMR Utilities +	Current Rent	Rent Differential	42-Month RHP	RHP Total
2 BR	1	\$1,300 + \$98 \$1,398	\$593 (1)	\$805	\$33,810 x 1	\$33,810
3 BR	6	\$1,746 + \$116 \$ 1,862	\$685 (5) \$854 (1)	\$1,177 \$1,008	\$49,434 x 5 \$42,336 x 1	\$247,170 \$ 42,336 \$289,506
Total	7					\$323,316

Fixed Rate Moving Expenses

Unit Size	Fixed Rate	Number of Units	Relocation Costs
1 Bedroom	\$1,000	4	\$4,000
2 Bedroom	\$1,175	6	\$7,050
3 Bedroom	\$1,425	15	\$17,100
4 Bedroom	\$1,650	3	\$4,950
TOTAL		28	\$33,100

The estimated cost to move the personal property of the 28 residents of Ujima Village is \$33,100. The estimated cost for Replacement Housing payments for 19 dwellings at Ujima Village is \$837,904.

Total Tenant Relocation Benefit Estimate:	\$ 871,004
20% Contingency -	<u>\$ 174,200</u>
TOTAL ESTIMATED RELOCATION COSTS	\$1,045,204

This estimated relocation budget does not include relocation administrative services or provision for any other services necessary for the implementation of the Plan and Project.



Comparable Replacement Dwelling: The term comparable replacement dwelling means a dwelling which is:

- (1) Decent, safe and sanitary as described below.
- (2) Functionally equivalent to the displacement dwelling.

The term functionally equivalent means that it performs the same function, provides the same utility, and is capable of contributing to a comparable style of living. While a comparable replacement dwelling need not possess every feature of the displacement dwelling, the principal features must be present. Generally, functional equivalency is an objective standard, reflecting the range of purposes for which the various physical features of a dwelling may be used. However, in determining whether a replacement dwelling is functionally equivalent to the displacement dwelling, the Commission will consider reasonable trade-offs for specific features when the replacement unit is equal to or better than the displacement dwelling.

Consistent with the requirements of URA, there may be circumstances when a comparable replacement dwelling contains fewer rooms or, consequentially, less living space than the displacement dwelling. This is applicable when the displaced household accepts an offer of government housing assistance and the applicable requirements of such housing assistance program require that the displaced household occupy a dwelling that has fewer rooms or less living space than the displacement dwelling.

- (3) Adequate in size to accommodate the occupants.
- (4) In an area not subject to unreasonable adverse environmental conditions.
- (5) In a location generally not less desirable than the location of the displaced person's dwelling with respect to public utilities and commercial and public facilities, and reasonably accessible to the person's place of employment.
- (6) On a site that is typical in size for residential development with normal site improvements, including customary landscaping. The site need not include special improvements such as outbuildings, swimming pools, or greenhouses.
- (7) Currently available to the displaced person on the private market. However, a comparable replacement dwelling for a person receiving government housing assistance before displacement may reflect similar or functionally similar government housing assistance.

Decent, Safe, and Sanitary Dwelling: The term decent, safe, and sanitary dwelling means a dwelling which meets applicable housing and occupancy codes. However, any of the following standards which are not met by an applicable code shall apply unless waived for good cause by the Department of Housing and Urban Development. The dwelling shall:

- (1) Be structurally sound, weather tight, and in good repair.
- (2) Contain a safe electrical wiring system adequate for lighting and other devices.
- (3) Contain a heating system capable of sustaining a healthful temperature (of approximately 70 degrees) for a displaced person, except in those areas where local climatic conditions do not require such a system.
- (4) Be adequate in size with respect to the number of rooms and area of living space needed to accommodate the displaced person. There shall be a separate, well lighted, and with ventilated bathroom that provides privacy to the user and contains a sink, bathtub or shower stall, and a toilet, all in good working order and properly connected to appropriate sources of water and to a sewage drainage system. In the case of a housekeeping dwelling, there shall be a kitchen area that contains a fully usable sink properly connected to potable hot and cold water and to a sewage drainage system, and adequate space and utility service connections for a stove and refrigerator.
- (5) Contains unobstructed egress to safe, open space at ground level. If the replacement dwelling unit is on the second story or above, with access directly from or through a common corridor, the common corridor must have at least two means of egress.
- (6) For a displaced person who is handicapped, be free of any barriers which would preclude reasonable ingress, egress, or use of the dwelling by such displaced person.

HACOLA RELOCATION APPEAL POLICY

Displaced persons have the right to appeal certain determinations made by a public entity. The Housing Authority and the Community Development Commission of the County of Los Angeles have adopted the following relocation appeal policy based on federal and state requirements.

Actions taken which may be appealed:

- (a) Determination of eligibility;
- (b) Amount of payment;
- (c) Failure to provide comparable replacement housing;
- (d) Time limit for filing a claim; and
- (e) Time limit for rental, purchase, or occupancy of replacement unit.

Stages of Review that Complainant may request:

- (a) Informal oral presentation to the CDC project manager.
- (b) Formal written review and/or reconsideration of informal oral appeal. The person hearing the formal appeal will be the Acquisition/ Relocation Unit Coordinator or an impartial designee selected by the Commission.
- (c) A lower income person, as defined by the Commission, may seek a review by the HUD field office. The CDC Project Manager will provide information and assistance in filing the appeal. No appeal can be filed with HUD until all other appeal remedies have been completed.

Timing of appeals

- (a) Must file appeal within 60 days from date a person receives notification of Agency's determination of person's claim. The time limit may be extended on case-by-case basis, for good cause.
- (b) Under no circumstances will an appeal be considered after 18 months following the date the person moves from the project site or, in the case of owner/occupants, the date the person receives final compensation for the acquisition of the property.
- (c) The Commission shall issue a determination within 6 weeks of the date of a hearing or receipt of last submittal of material for consideration.

A person filing an appeal has a right to counsel at his/her expense. Subject to reasonable conditions, agency shall permit person the opportunity to inspect materials pertinent to the appeal that are not confidential. The Appeal Policy of the Commission does not prohibit any individual from seeking judicial review.



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755

323.890.7001 • TTY: 323.838.7449 • www.lacdc.org



**Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich**
Commissioners

Cordé D. Carrillo
Acting Executive Director

April 22, 2009

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, California 91755

Dear Commissioners:

**APPROVE AMENDMENTS TO COUNTYWIDE ASBESTOS AND LEAD
CONSULTING SERVICES AGREEMENTS (ALL DISTRICTS)**

SUBJECT

On February 6, 2008, the Board of Commissioners approved one-year Asbestos and Lead Consulting Services Agreements (Agreements) with eight firms, in the aggregate amount of \$80,000. The Board also approved the option to extend the Agreements contingent upon the availability of funds. This letter recommends approval of amendments to extend the Agreements by two years and to allocate an aggregate amount of \$80,000 per year.

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners find that approval of amendments to the Agreements is not subject to the provisions of the California Environmental Quality Act because the action will not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioners approve and authorize the Acting Executive Director to execute amendments to the Housing Authority's eight Asbestos and Lead Consulting Services Agreements, following approval as to form by County Counsel, to extend the Agreements for two years, in one year increments, at an aggregate amount of \$80,000 per year.

3. Recommend that the Board of Commissioners authorize the Acting Executive Director to incorporate \$80,000 into the Housing Authority's Fiscal Year 2008-2009 budget for the second year of the Agreements.
4. Recommend that the Board of Commissioners authorize the Acting Executive Director to increase the aggregate compensation amount for each year by up to \$8,000 for any unforeseen costs.

PURPOSE /JUSTIFICATION OF RECOMMENDED ACTION

These actions will provide for asbestos and lead consulting services for the development and rehabilitation of affordable housing, commercial and other facilities benefiting the County.

FISCAL IMPACT TO THE COUNTY/ FINANCING

There is no impact on the County general fund.

The Agreements will use a maximum aggregate amount of \$80,000 per year. Funds for the second year will be incorporated into the Housing Authority's Fiscal Year 2008-2009 budget, while funds for the third year will be included through the Housing Authority's annual budget process. A 10% contingency, in the maximum aggregate amount of \$8,000 per year, is being set aside for unforeseen costs.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On February 6, 2008, the Board of Commissioners approved one-year Asbestos and Lead Consulting Services Agreements with eight firms, in the aggregate amount of \$80,000. Your Board also approved the option to extend the Agreements for two additional years, in one-year increments, contingent upon the availability of funds. However, the Board did not allocate funds for the extensions at that time. This letter recommends that the Agreements be extended by two years, in one year increments, and funded at the same aggregate amount of \$80,000 per year.

The firms perform the following services for the Housing Authority: asbestos surveys; project design and monitoring (including review of construction contract documents, plans and specifications); limited (component-specific) sampling; abatement feasibility studies; pre-abatement (baseline) testing; cost estimates; on-site abatement monitoring during construction; clearance testing; and waste handling and disposal. The eight firms are assigned projects on an as-needed basis and receive compensation based on services performed.

ENVIRONMENTAL DOCUMENTATION

This action is exempt from the provisions of the National Environmental Policy Act pursuant to 24 Code of Federal Regulations, Part 58, Section 58.34 (a)(3) because it involves administrative activities that will not have a physical impact or result in any physical changes to the environment. This action is not subject to the provisions of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Sections 15060(c)(3) and 15378, because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

IMPACT ON CURRENT PROGRAMS

The proposed amendments will facilitate the continued provision of County-wide asbestos and/or lead consulting services for the development and/or rehabilitation of affordable housing, commercial and other facilities throughout the County of Los Angeles.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Cordé D. Carrillo", with a long, sweeping horizontal line extending to the right.

CORDÉ D. CARRILLO
Acting Executive Director



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755

323.890.7001 • TTY: 323.838.7449 • www.lacdc.org



**Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich**
Commissioners

Cordé D. Carrillo
Acting Executive Director

April 22, 2009

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, California 91755

Dear Commissioners:

**ACCEPTANCE OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR
PROJECTS IDENTIFIED THE 2009-2010 ACTION PLAN FOR THE ALLOCATION OF
FEDERAL FUNDS (ALL DISTRICTS)**

SUBJECT

This letter recommends acceptance of an estimated \$605,000 in Fiscal Year 2009-2010 Community Development Block Grant (CDBG) funds from the Community Development Commission. These funds are used for various CDBG-eligible programs administered by the Housing Authority and included in the County's Fiscal Year 2009-2010 Action Plan, which is being presented to the Board of Supervisors as a separate item on today's agenda. This letter also recommends approval for the Housing Authority to continue administration of \$3,036,874 in prior year CDBG funds.

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners find that the acceptance of Fiscal Year 2009-2010 Community Development Block Grant (CDBG) funds from the Community Development Commission (Commission) is not subject to the provisions of the California Environmental Quality Act (CEQA), as described herein, because the activities are not defined as a project under CEQA
2. Recommend that the Board of Commissioners authorize the Housing Authority to accept from the Commission an estimated \$605,000 in Fiscal Year 2009-2010 Community Development Block Grant (CDBG) funds, and to continue administration of \$3,036,874 in



prior year CDBG funds, which will be requested for incorporation into the Housing Authority's Fiscal Year 2009-2010 budget through the Housing Authority's annual budget approval process subject to final notification of approval by the U.S. Department of Housing and Urban Development (HUD).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The National Affordable Housing Act (NAHA) of 1990 (Cranston/Gonzalez Housing Act), as amended in 1992, requires that the County of Los Angeles (County) provide a single, consolidated submission of the proposed expenditure of funds to be eligible for HUD formula grant funding, including CDBG, HOME Investment Partnerships (HOME), and Emergency Shelter Grant (ESG). The Action Plan for Fiscal Year 2009-2010 satisfies these federal requirements to provide for the release of funds.

The Action Plan is being presented to the Board of Supervisors for approval as a separate item on today's agenda. This item also designates the Community Development Commission to serve as the agent of the County in administering the Action Plan and the allocated funds.

The Action Plan identifies a total of \$605,000 in Fiscal Year 2009-2010 CDBG funds for projects that will be administered by the Housing Authority. The purpose of this letter is to accept these funds into the Housing Authority's budget, and to continue administration of \$3,036,874 in prior year CDBG funds. Attachment A provides a breakdown of the funds allocated to the Housing Authority by project, as well as a description of each project to be funded.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. The Action Plan allocates an estimated \$605,000 in new Thirty-fifth Program Year (July 1, 2009 to June 30, 2010) CDBG funds that will be incorporated through the Fiscal Year 2009-2010 Housing Authority budget approval process.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On May 27, 2008, the Board of Supervisors approved the Five-Year Consolidated Plan for 2008-2013 and the Fiscal Year 2008-2009 Action Plan. These documents have been updated as required by HUD. The current Fiscal Year 2008-2009 Action Plan ends on June 30, 2009, and a new plan must be adopted by the Board of Supervisors in order to receive continued funding from HUD. The new Action Plan includes a description of the activities to be undertaken during the 2009-2010 Fiscal Year to address the objectives of the Consolidated Plan's five-year strategy. A list of the Housing Authority projects included in the Action Plan is provided in Attachment A.

All of the projects proposed in the Action Plan are being federally funded. As applicable, the administering agencies will be subject to the prevailing wage requirements of the Davis-Bacon Act and related Acts and Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance. However, where Section 3 is not applicable, the agencies will be subject to the County's Greater Avenues for Independence (GAIN) Program and General Relief Opportunity for Work (GROW) Program, which furthers the same or similar goals.

This letter has been reviewed by County Counsel. This letter relates to two other items appearing on today's agenda for the Board of Supervisors and the Board of Commissioners of the Community Development Commission.

ENVIRONMENTAL DOCUMENTATION

The acceptance of Fiscal Year 2009-2010 Community Development Block Grant (CDBG) funds from the Community Development Commission is exempt from the provisions of the National Environmental Policy Act (NEPA) pursuant to 24 Code of Federal Regulations, Part 58, Section 58.34 (a)(1), because it is a planning document and does not involve activities that will alter existing environmental conditions. The Action Plan is not subject to the provisions of the California Environmental Quality Act (CEQA), pursuant to State CEQA Guidelines 15060(c)(3) and 15378, because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

IMPACT ON CURRENT PROJECTS

The projects contained in the Action Plan will benefit low- and moderate-income residents of the unincorporated County and participating cities.

Respectfully submitted,


CORDE CARILLO
Acting Executive Director

Attachments: 1

ATTACHMENT A

HOUSING AUTHORITY PROJECTS FOR FISCAL YEAR 2009-2010

	PROJECTS (New Funding)	
Project Title (District)	Project Description	Funding
Sheriff's Youth Intervention Program Nueva Maravilla (First)	Provides recreational and physical activities to public housing youth at the Nueva Maravilla housing development. A sheriff will provide these services to approximately 75 youths, who range in age from 9-18. Additionally the sheriff will also provide crime prevention activities.	\$80,00
Carmelitos and Harbor Hills Playground Equipment and Flooring Replacement (Fourth)	Replacement of the existing play structure components and rubber surfacing material under four (4) playgrounds in the Harbor Hills and Carmelitos housing developments in the Fourth Supervisorial District.	\$125,000
South Scattered Sites Exterior Painting (Countywide)	Provides funds to patch/paint, stucco, repair/replace fascia boards and other repairs as needed at the different designated South Scattered Sites locations.	\$200,000
Orchard Arms Parking Lot and Sidewalk Repairs (Countywide)	Replacement of deteriorated asphalt parking surfaces, curbs, gutters driveways and sidewalks with new cost-effective concrete.	\$200,000
	TOTAL:	\$605,000

	CONTINUING PROJECTS (Prior Year Funding)	
Project Title (District)	Project Description	Funding
Nueva Maravilla Termite Abatement I (First)	Provides funds for termite abatement and elimination of dry rot by repairing the wood components in residential units and common areas at the Nueva Maravilla Housing Development	\$196,687
South Scattered Sites Gate Replacement (Second)	Removal and replacement of existing gates that are not functioning and pose a safety issue for the residents of twenty (20) South Scattered Sites in the 2 nd District.	\$235,000
Southbay Gardens Commercial Kitchen	Enhancement and upgrade of the existing residential grade kitchen, which is undersized and inadequate, into a commercial grade kitchen that can be utilized to provide meal plans for the senior residents at this housing development.	\$205,000

HOUSING AUTHORITY PROJECTS FOR FISCAL YEAR 2009-2010 (Continued)

	CONTINUING PROJECTS (Prior Year Funding)	
Project Title (District)	Project Description	Funding
Ujima Village Relocation	Provides CDBG funds to the Housing Authority of the County of Los Angeles (HACoLA) to pay tenant relocation expenses for residents of the Ujima Village public Housing development in the 2 nd Supervisorial District.	\$1,975,000
Bright Futures Childcare Rehabilitation (Second)	Supplement project costs for the Development of the Bright Futures Child Care Center which includes rebuilding modular units that serve as a child care center, operated by the L.A. Child Development Consortium. Upon completion, the facility will serve 92 children.	\$78,500
Bright Futures Childcare Rehabilitation (Countywide)	Supplement project costs for the Development of the Bright Futures Child Care Center which includes rebuilding modular units that serve as a child care center, operated by the L.A. Child Development Consortium. Upon completion, the facility will serve 92 children.	\$70,000
Carmelitos Senior Elevators (Countywide)	Repair and modernize the two elevators at the Carmelitos Seniors Housing Development. Current condition of the elevators poses as a hazard to the residents.	\$276,687
	TOTAL:	\$3,036,874



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755

323.890.7001 • TTY: 323.838.7449 • www.lacdc.org



**Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich**
Commissioners

Cordé D. Carrillo
Acting Executive Director

April 22, 2009

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, California 91755

Dear Commissioners:

**APPROVE AN ELEVATOR CONSULTING SERVICES AGREEMENT FOR THE
ELEVATOR MODERNIZATION AT THE HERBERT SENIOR HOUSING
DEVELOPMENT IN UNINCORPORATED EAST LOS ANGELES (DISTRICT 1)**

SUBJECT

This letter recommends approval of an elevator consulting services agreement (Agreement) with Integrated Design Systems Group, Inc. (IDS Group Inc.) to prepare the designs, plans, calculations, and specifications for one new hydraulic elevator and the modernization of an existing elevator at the Herbert senior housing development in unincorporated East Los Angeles.

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners find that the approval of an Agreement to provide evaluation and design consulting services is not subject to the provisions of the California Environmental Quality Act because the work includes activities that will not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioners approve and authorize the Acting Executive Director to execute an Agreement in the amount of \$68,880 with IDS Group Inc. to complete design services for one new hydraulic elevator and the modernization of one existing elevator at the Herbert senior housing development, following approval as to form by County Counsel and to be effective upon issuance of the Notice to Proceed, which will not exceed 30 days following the date of Board approval.
3. Recommend that the Board of Commissioners authorize the Acting Executive Director to use for this purpose \$68,880 in Capital Funds Program funds allocated by the U.S. Department of Housing and



Urban Development and included in the Housing Authority's approved Fiscal Year 2008-2009 budget; and authorize the Acting Executive Director to approve Contract change orders up to \$13,776 for unforeseen project costs, using the same source of funds, following approval as to form by County Counsel.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to award an Agreement for one new hydraulic elevator and for the modernization of one existing elevator at 133 Herbert Avenue in unincorporated East Los Angeles.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. The Housing Authority will fund this elevator modernization project with \$68,880 in Capital Funds Program funds allocated by the U.S. Department of Housing and Urban Development (HUD). A 20% contingency, in the amount of \$13,776, is also being set aside for unforeseen costs, using the same source of funds. A 20% contingency is recommended because there will likely be more additional billable hours needed than initially identified in the original contract amount.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The 46-unit Herbert senior housing development is located at 133 Herbert Ave in unincorporated East Los Angeles. The development was constructed in 1985, and the one existing elevator was part of the original construction.

IDS Group Inc. will be responsible for preparing the designs, plans, calculations, and specifications for one complete new hydraulic elevator and the modernization of the existing elevator, as well as obtaining all plan check approvals, assisting with the bid phase to identify a contractor to perform the needed elevator modernization, and performing construction observation services.

The improvements are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program and General Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Instead, the Contractors will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

The Housing Authority has selected IDS Group Inc. to complete the elevator modernization project at the Herbert senior housing development. The Agreement has been approved as to form by County Counsel and executed by IDS Group Inc. At its meeting of April 22, 2009, the Housing Commission recommended approval of the Agreement award.

CONTRACTING PROCESS

On September 1, 2006, the Housing Authority initiated a Request for Statement of Qualifications (RFSQ) process to identify a qualified and experienced architectural and engineering firm to provide the needed elevator evaluation and design services. Notices of the RFSQ were mailed to 46 architectural and engineering firms identified from the Housing Authority's vendor list. Announcements also appeared in eight local newspapers and on the County Web Site. Three RFSQ packages were requested and distributed.

On September 28, 2006, two firms submitted Statements of Qualifications (SOQ). A review panel of Housing Authority personnel evaluated the two SOQs and determined that the two top-ranked firms, Integrated Design Systems Group, Inc. and Amtech Elevator Services, were qualified. However, Amtech Elevator Services would not agree to sign the Housing Authority's standard services contract.

On June 12, 2007, IDS Group Inc. was invited to submit a fee proposal for elevator evaluation and design services, and entered into negotiations with the Housing Authority, resulting in the proposed Agreement.

The Summary of Outreach Activities is provided with this letter as Attachment A.

ENVIRONMENTAL DOCUMENTATION

Pursuant to 24 Code of Federal Regulation, Part 58, Section 58.35 (a)(3)(ii), this project is excluded from the National Environmental Policy Act (NEPA), because it involves activities that will not alter existing environmental conditions. It is exempt from the provisions of the California Environmental Quality Act (CEQA), pursuant to State CEQA Guidelines 15301, because it involves negligible or no expansion of use beyond what currently exists and does not have the potential for causing a significant effect on the environment.

IMPACT ON CURRENT PROJECT

The proposed Agreement will provide for the necessary for design services for one new hydraulic elevator and the modernization of one existing elevator at the Herbert senior housing development, in order to provide residents with safe, decent living conditions.

Respectfully submitted,


CORDE D. CARRILLO
Acting Executive Director

Attachments: 2

ATTACHMENT A

Summary of Outreach Activities Request for Statement of Qualifications (RFSQ) for Architectural Consulting Services

On September 1, 2006, the following was initiated to identify the most qualified firm to provide the necessary elevator consulting services for the Housing Authority's housing developments.

A. Newspaper Advertising

Beginning on September 1, 2006, announcements of the RFSQ appeared in the following eight newspapers.

Dodge Construction News
Eastern Group Publications
International Daily News
La Opinion

Los Angeles Sentinel
Los Angeles Times
The Daily News
Wave Community Newspapers

The announcement and complete RFSQ was posted on the County Web Site for a 23-day advertisement period. Firms were asked to request the RFSQ via email directly through the County Web Site or to obtain the RFSQ at the Housing Authority.

B. Distribution of RFSQs

The Housing Authority's vendor list was used to mail out the announcement of the RFSQ to 46 elevator, architectural and engineering firms, of which eight identified themselves as businesses owned by minorities or women (private firms which are 51 percent owned by minorities or women, or publicly-owned businesses in which 51 percent of the stock is owned by minorities or women). As a result of the outreach, three RFSQ packages were requested and distributed.

C. Statements of Qualifications (SOQs)

On September 28, 2006, a total of two firms submitted SOQs, of which neither identified itself as minority-owned.

D. Review of SOQs

On June 12, 2007, a review panel evaluated the performance of the firms and determined that IDS Group, Inc. was the most qualified firm to provide the necessary services.

IDS Group, Inc. was invited to submit a fee proposal for elevator evaluation and design services, and entered into negotiations with the Housing Authority, resulting in the proposed Agreement.

E. Minority/Women Participation– Firm Selected

Name	Ownership	Employees
IDS Group, Inc.	Non-Minority	Total: 21 12 minorities 5 women 55% minority 20% women

F. Minority/Women Participation – Subcontractor Firm Selected

Name	Ownership	Employees
Lerch, Bates, Inc.	Information Not Available	Total: NA NA minorities NA women NA% minority NA% women
DGM & Associates	Information Not Available	Total: NA NA minorities NA women NA% minority NA% women
FT Andrews, Inc.	Information Not Available	Total: NA NA minorities NA women NA% minority NA% women

G. Minority/Women Participation –Firm Not Selected

Name	Ownership	Employees
Amtech Elevator Services	Non-Minority	Total: 20 10 minorities 4 women 50% minority 20% women

The Housing Authority conducts ongoing outreach to include minorities and women in the contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority. The recommended award of contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.

ATTACHMENT B

Contract Summary

Project Name: Herbert Senior Housing Development Elevators
Location: 133 Herbert Avenue, Los Angeles, CA 90063
Bid Number CDC06-050
Bid Date September 28, 2006
Consultant: IDS Group, Inc.
Services: Complete design, drawings, calculations, and specifications for one new hydraulic elevator and the modernization of one existing elevator building components, obtaining all plan check approvals, assisting with the bid phase to identify a contractor, and performing construction observation services.

Contract Documents: Attachment A – Fee Schedule, Attachment B - Statement of Work, Attachment C - Required Forms, and Attachment D - Required Notices.

Time of Commencement and Completion: The work to be performed under this Consultant Contract shall be commenced within ten (10) days after a Notice to Proceed is received by the Consultant, or on the date specified in the Notice, whichever is later, and shall be completed within ninety (90) calendar days following the required commencement date.

Contract Sum: The Housing Authority shall pay the Consultant for the performance of the Consultant Contract subject to additions and deductions by Change Order(s) as provided in the Contract Documents, in current funds, the sum of **SIXTY EIGHT THOUSAND EIGHT HUNDRED EIGHTY DOLLARS AND ZERO CENTS (\$68,880.00)**. The Contract Sum is not subject to escalation, and includes all labor and material increases anticipated throughout the duration of this Construction Contract.

Contract Contingency: \$13,776



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755

323.890.7001 • TTY: 323.838.7449 • www.lacdc.org



Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Cordé D. Carrillo
Acting Executive Director

April 22, 2009

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, CA 91755

Dear Commissioners:

**APPROVE VIDEO SURVEILLANCE SYSTEMS INSTALLATION AND
MAINTENANCE CONTRACT FOR FIVE HOUSING DEVELOPMENTS IN
UNINCORPORATED WEST ATHENS, UNINCORPORATED QUARTZ HILL, AND
THE CITY OF SANTA MONICA (DISTRICTS 2, 3, 5)**

SUBJECT

This letter recommends approval of a two-year Contract (Contract) with West Beach Systems to install video surveillance cameras and equipment at the following five Housing Developments: Normandie Apartments in unincorporated West Athens, Quartz Hill I and II in unincorporated Quartz Hill, and 9th and 20th Street Apartments in the City of Santa Monica. The Contract also provides for two years of monitoring and maintenance of the systems.

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners find that the installation of video surveillance equipment is exempt from the California Environmental Quality Act because the activities will not have the potential for causing a significant effect on the enforcement.
2. Recommend that the Board of Commissioners approve and authorize the Acting Executive Director to execute a Contract in the amount of \$219,421 with West Beach Systems for the provision, installation, monitoring and maintenance of video surveillance equipment at the following five housing developments: Normandie Apartments in unincorporated West Athens, Quartz Hill I and II in unincorporated Quartz Hill, and 9th and 20th Street Apartments in the City of Santa Monica.

3. Recommend that the Board of Commissioners authorize the Acting Executive Director to use a total of \$219,421, comprised of \$100,000 in Community Development Block Grant countywide funds and \$33,673 in Capital Fund Program (CFP) funds allocated by the U.S. Department of Housing and Urban Development (HUD), and \$85,748 in Rental Housing Construction Program (RHCP) program revenue allocated by the State of California; and authorize the Acting Executive Director to approve Contract change up to \$21,942 for unforeseen project costs, using CFP funds and RHCP program revenue, and following approval as to form by County Counsel.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to enter into a Contract to provide for the provision, installation, monitoring and maintenance of video surveillance equipment at five housing developments. These systems will provide additional security for the properties and residents.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. The Housing Authority will fund this Contract, which includes a two-year warranty period, with \$100,000 in Community Development Block Grant countywide funds and \$33,673 in CFP funds allocated by the U.S. Department of Housing and Urban Development (HUD), \$85,748 in RHCP program revenue allocated by the State of California. All funds are included in the Housing Authority's approved Fiscal Year 2008-2009 budget for this purpose. A 10% contingency, in the amount of \$21,942, is also being set aside for unforeseen costs, using CFP funds and RHCP program revenue.

The details of the fees per site are as follows:

Normandie Apartments	\$ 45,857
Quartz Hill I	\$ 43,197
Quartz Hill II	\$ 44,619
9th Street Apartments	\$ 42,874
20 th Street Apartments	\$ 42,874
Total:	\$219,421

These fees include \$880 per site for 24 months of monitoring and maintenance.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

All installation work will be completed by June 30, 2009. Upon the expiration of the two-year warranty period, this equipment will be added to the Housing Authority's ongoing Video Surveillance Monitoring and Maintenance Contract. This Contract will allow the Housing Authority to continue to provide a safe living environment for residents at the housing developments by identifying criminal offenders and providing necessary video surveillance evidence to the sheriff and police departments.

These services are being federally funded and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the General Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Instead, West Beach Systems will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

The Contract has been approved as to form by County Counsel and executed by West Beach Systems.

CONTRACTING PROCESS

On November 24, 2008, the Housing Authority initiated an outreach to identify a contractor to supply, install, monitor, and maintain five video surveillance systems. Request for Proposal Notices were mailed to 173 identified from the Housing Authority's vendors lists and previous bid participation lists. Advertisements also appeared in nine local newspapers and on the Housing Authority and County websites. Thirty-three proposal packages were downloaded from the website.

On December 18 and 19, 2008, 15 contractors participated at the pre-proposal conference and site walks. On January 8, 2009 five proposals were received and evaluated. The bid submitted by Entrance Controls was initially determined to be the most qualified and highest ranked bid. Subsequently, West Beach Systems filed an administrative appeal. The administrative appeal was based upon the capacity of the digital video recorder (DVR) proposed for use by Entrance Controls. The hearing officer upheld the appeal, stating that Entrance Controls' proposed DVR could not meet the storage capacity required by the Scope of Work in the Contract.

The second highest ranked bidder, Sierra Group, was given the opportunity to present a construction schedule to complete the installation by June 30, 2009, as required by the Contract. Sierra Group did not respond within the allotted time period. The third

The Honorable Board of Commissioners
April 22, 2009
Page 4

highest ranked bidder, West Beach Systems, confirmed its ability to complete installation within the time frame. Accordingly, West Beach Systems is being recommended for the Contract award.

The Summary of Outreach Activities is provided as Attachment A.

ENVIRONMENTAL DOCUMENTATION

Pursuant to Title 24 of the Code of Federal Regulations, Section 58.35 (b)(3), this action is excluded from the National Environmental Policy Act (NEPA) because it involves activities that will not alter existing environmental conditions. The action is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15301 because it involves negligible expansion of an existing use.

IMPACT ON CURRENT SERVICES

The award of this Contract will allow the Housing Authority to continue providing a safe living environment for residents at five housing developments.

Respectfully submitted,



CORDE D. CARRILLO
Acting Executive Director

Attachments: 2

ATTACHMENT A

Summary of Outreach Activities

Video Surveillance Systems Installation, Monitoring and Maintenance Contract For Five Housing Developments

On November 24, 2008, the following outreach was initiated to identify a contractor for the provision, installation, monitoring and maintenance of video surveillance equipment at five Housing Authority housing developments located throughout the County.

A. Newspaper Advertising

Announcements appeared in the following nine local newspapers:

La Opinion	Los Angeles Sentinel
Eastern Group Publications	Los Angeles Times
International Daily News	The Daily News
Long Beach Press Telegram	Agua Dulce News
WAVE Community Newspapers	

An announcement was also posted on the County website.

B. Distribution of Proposal Packets

The Housing Authority's vendor list was used to mail out Requests for Proposal Notices to 173 contractors, of which 77 identified themselves as businesses owned by minorities or women (private firms which are 51 percent owned by minorities or women, or publicly-owned businesses in which 51 percent of the stock is owned by minorities or women). As a result of the outreach, 33 proposal packages were downloaded from the internet.

C. Pre-Proposal Conference and Site Walk

Fifteen Contractors attended a Pre-Proposal Conference and site walks on December 18 and 19, 2008.

D. Proposal Results

On January 8, 2008, a total of five proposals were received and then evaluated using a 1000 point system. The evaluation scores are as follows:

<u>Company</u>	<u>Total Points</u>
Entrance Controls	712
Sierra Group	656
West Beach Systems	633
VAS Security	603
Climatec BTG	511

West Beach Systems filed an administrative appeal to the award of this Contract to Entrance Controls, based upon the capacity of the digital video recorder (DVR) proposed for use by Entrance Controls. A hearing was held on March 23, 2009 to discuss the disputed equipment. The hearing officer upheld the appeal, stating that Entrance Controls' proposed DVR could not meet the required storage capacity required by the Scope of Work (SOW). Sierra Group submitted the second highest scoring proposal and was given the opportunity to present a construction schedule to complete the installation by June 30, 2009, as required in the SOW. Sierra Group did not respond within the allotted time period. Therefore, an opportunity to contract for the project was given to West Beach Systems. West Beach Systems has represented that they will be able to complete the installation by June 30, 2009.

E. Minority/Female Participation –Contractor and Subcontractor

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
West Beach Systems	Non-Minority	Total: 10 6 minorities 0 women 60% minorities 0% women

F. Minority/Female Participation – Firms Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Entrance Controls	Non-Minority	Total: 55 31 minorities 10 women 56% minorities 18% women
Sierra Group	Minority	Total: 55 25 minorities 8 women 45% minorities

		15% women
Climatec Building. Technologies Group	Non-Minority	Total: 70 22 minorities 4 women 31% minorities 6% women
VAS Security Systems	Non-Minority	Total: 25 7 minorities 2 women 28% minorities 8% women

The Housing Authority conducts ongoing outreach to include minorities and women in the contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of the contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.

ATTACHMENT B

Contract Summary

Project Name: Video Surveillance Systems Installation
Location: Five Housing Developments within Los Angeles County
Bid Number: CDC08-670
Bid Date: January 8, 2009
Contractor: West Beach Systems
Purpose: The Scope of Work includes the provision and installation of video surveillance equipment. During the two year warranty period the Contractor will monitor and maintain all the systems. These systems will be installed at Normandie Apartments (11431-11463 Normandie Avenue) located in the unincorporated area of South Los Angeles, Quartz Hill I (5028 West Avenue L-12) and II (42051 51st Street West) located in the unincorporated area of Quartz Hills, and 9th (1855 9th Street) and 20th (2006 20th Street) Street Apartments located in the City of Santa Monica.

Scope of Work: See Attached Scope of Work

Term: Upon execution, the Contract shall remain in full force for two years encompassing the warranty period, unless sooner terminated or extended in writing.

Performance Review: This contract will be monitored for compliance with the Federal prevailing wages during the installation period. Once the installations are complete the contractor must monitor the systems daily and report all findings. All services will be strictly monitored to be sure the Contractor is fulfilling all aspects of the Contract.

Compensation: The Contractor shall be paid as full compensation for the work required, performed, and accepted, exclusive of all costs and expenses which will be deducted from the contract contingency amount, the maximum, not-to-exceed price of \$219,421

Contract Contingency: \$21,942



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755

323.890.7001 • TTY: 323.838.7449 • www.lacdc.org



**Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich**
Commissioners

Cordé D. Carrillo
Acting Executive Director

April 22, 2009

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, California 91755

Dear Commissioners:

**APPROVE CONSTRUCTION CONTRACT FOR ELEVATOR MODERNIZATION AT
THE KINGS ROAD SENIOR HOUSING DEVELOPMENT IN THE CITY OF WEST
HOLLYWOOD (DISTRICT 3)**

SUBJECT

This letter recommends approval of an elevator construction contract (Contract) with M.L. Construction to complete the elevator modernization of four elevators at the Kings Road senior housing development in the City of West Hollywood.

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners find that the approval of a Contract for elevator modernization is exempt from the provisions of the California Environmental Quality Act because the work includes activities that will not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioners approve and authorize the Acting Executive Director to execute a Contract in the amount of \$791,600 with M.L. Construction to modernize four elevators at the Kings Road senior housing development, following approval as to form by County Counsel and to be effective upon issuance of the Notice to Proceed, which will not exceed 30 days following the date of Board approval.
3. Recommend that the Board of Commissioners authorize the Acting Executive Director to use a total of \$791,600 from the Reserve for Replacement Fund, comprised of rental revenue and housing assistance payments and included in the Housing Authority's approved Fiscal Year

2008-2009 budget; and authorize the Acting Executive Director to approve Contract change orders up to \$158,320 for unforeseen project costs, using the same source of funds, following approval as to form by County Counsel.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to award a Contract to modernize four elevators at the Kings Road senior housing development.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. The Housing Authority will fund the elevator modernization project with \$791,600 from the Housing Authority's Reserve for Replacement Fund, comprised of rental revenue and housing assistance payments. A 20% contingency, in the amount of \$158,320, is also being set aside for unforeseen costs, using the same source of funds. A 20% contingency is recommended because construction projects often require additional work not initially identified in the scope of work.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The three-story, 106-unit Kings Road senior housing development is located at 800-801 North Kings Road in the City of West Hollywood. The development was constructed in 1980, and the four elevators were part of the original construction. It is anticipated that the entire elevator modernization project will be completed within 320 calendar days following the Notice to Proceed.

The improvements are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the General Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Instead, M.L. Construction will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

The Housing Authority has selected M.L. Construction to complete the elevator modernization at the Kings Road senior housing development. The Contract has been approved as to form by County Counsel and executed by M.L. Construction.

CONTRACTING PROCESS

On February 20, 2009, the Housing Authority initiated an outreach to identify a contractor to complete the work at Kings Road. Invitations for Bids were mailed to 445 contractors identified from the Housing Authority's vendor list. Advertisements also appeared in eight newspapers and on the County Web Site. Five bid packages were requested and distributed.

On March 17, 2009, three bids were received and formally opened. The lowest bid, submitted by W.E. Construction Inc., was withdrawn by the contractor. The second-lowest bidder, M.L. Construction, was determined to be the most responsive and is being recommended for the contract award.

The Summary of Outreach Activities is provided as Attachment A.

ENVIRONMENTAL DOCUMENTATION

Pursuant to 24 Code of Federal Regulation, Part 58, Section 58.35 (a)(3)(ii), this elevator modernization project is excluded from the National Environmental Policy Act (NEPA), because it involves activities that will not alter existing environmental conditions. It is exempt from the provisions of the California Environmental Quality Act (CEQA), pursuant to State CEQA Guidelines 15301, because it involves negligible or no expansion of use beyond what currently exists and does not have the potential for causing a significant effect on the environment.

IMPACT ON CURRENT PROJECT

The proposed Contract will provide for the modernization of four elevators at the Kings Road senior housing development.

Respectfully submitted,


CORDE D. CARRILLO
Acting Executive Director

Attachments: 2

ATTACHMENT A

Summary of Outreach Activities

On February 20, 2009, the following outreach was initiated to identify a contractor to complete an elevator modernization project to meet the requirements of the American with Disabilities Act at the Kings Road senior housing development located at 800 and 801 North Kings Road, in the City of West Hollywood.

A. Newspaper Advertising

Announcements appeared in the following eight local newspapers:

Los Angeles Times	Dodge Construction News/Green Sheet
Los Angeles Sentinel	Eastern Group Publications
International Daily News	The Daily News
La Opinion	WAVE Community Newspapers-Zone #3

An announcement was also posted on the County Web Site.

B. Distribution of Bid Packages

The Housing Authority's vendor list was used to mail out Invitations for Bids to 445 contractors, of which 391 identified themselves as businesses owned by minorities or women (private firms which are 51 percent owned by minorities or women, or publicly-owned businesses in which 51 percent of the stock is owned by minorities or women). As a result of the outreach, five bid packages were requested and distributed.

C. Pre-Bid Conference and Site Walk

On March 10, 2009, a mandatory pre-bid conference and site walk was conducted. Nine firms were in attendance.

D. Bid Results

On March 17, 2009, a total of three bids were received and publicly opened. The bid result was as follows:

<u>Company</u>	<u>Bid Amount</u>
W.E. Construction Inc.	\$576,650
ML Construction	\$791,600
G-2000 Construction.	\$946,000

E. Minority/Female Participation – Selected Contractor

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
ML Construction.	Non-Minority	Total: 21 1 minority 1 woman 5% minorities 5% women
Superior Alliance Elevator. (Elevator Sub-contractor)	Non-Minority	Total: 16 2 minorities 2 women 12% minorities 12% women

F. Minority/Women Participation - Firms Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
W.E. Construction Inc..	Minority	Total: 7 2 minorities 0 women 28% minorities 0% women
G-2000 Construction.	Non-Minority	Total: 9 8 minorities 5 women 88% minorities 55% women

The Housing Authority conducts ongoing outreach to include minorities and women in the contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of the contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.

ATTACHMENT B

Contract Summary

Project Name: Kings Road Elevator Modernization Project
Location: 800 and 801 North Kings Road, West Hollywood, CA 90069
Bid Number: CD-08-664
Bid Date: March 17, 2009
Contractor: M.L. Construction
Services: Elevator Modernization of four elevators

Contract Documents: Part A – Instructions to Bidders and General Conditions; Part B – Specifications; Part C – Bidder's Documents, Representations, Certifications, Bid, and Other Statements of Bidder; all addenda to the Contract Documents.

Time of Commencement and Completion: The work to be performed under this Construction Contract shall be commenced within thirty (30) days after a Notice to Proceed is received by the Contractor, or on the date specified in the Notice, whichever is later, and shall be completed within three hundred twenty (320) calendar days following the required commencement date.

Liquidated Damages: In the event of breach of contract, the Contractor and his/her sureties shall be liable for, and shall pay to the Housing Authority the sum of **Five Hundred Dollars and Zero Cents (\$500.00)** as liquidated damages for each calendar day of delay, until the Work is accepted by the Owner.

Contract Sum: The Housing Authority shall pay the Contractor for the performance of the Construction Contract subject to additions and deductions by Change Order(s) as provided in the Contract Documents, in current funds, the sum of **Seven Hundred Ninety One Thousand Six Hundred Dollars and Zero Cents (\$791,600.00)**. The Contract Sum is not subject to escalation, includes all labor and material increases anticipated throughout the duration of this Construction Contract.

Contract Contingency: \$158,320



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office
2 Coral Circle • Monterey Park, CA 91755
323.890.7001 • TTY: 323.838.7449 • www.lacdc.org



Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Cordé D. Carrillo
Acting Executive Director

April 22, 2009

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, California 91755

Dear Commissioners:

**APPROVE THE HOUSING AUTHORITY OF THE COUNTY OF LOS ANGELES
FISCAL YEAR 2009-2010 BUDGET**

SUBJECT

This letter recommends approval of the Fiscal Year 2009-2010 Budget for the Housing Authority of the County of Los Angeles.

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners adopt and instruct the Chairman to sign a Resolution (Attachment A) approving the Housing Authority of the County of Los Angeles (Housing Authority) Fiscal Year 2009-2010 Budget (Budget), which includes revenues and expenditures of \$309,908,000.
2. Recommend that the Chairman of the Board of Commissioners sign the related Transmittal Resolution (Attachment B) certifying submission of the budget by the Board to the U.S. Department of Housing and Urban Development (HUD).
3. Recommend that the Board of Commissioners adopt and instruct the Chairman to sign a Resolution (Attachment C) approving the cost allocation model developed in conjunction with the Housing Authority's external auditors, Klynveld Peat Marwick Goerdeler (KPMG), in April 2002.
4. Recommend that the Board of Commissioners instruct the Acting Executive Director to implement the Budget and take all related actions, including execution of all required documents, for the



purposes described herein, following approval as to form by County Counsel.

5. Recommend that the Board of Commissioners approve the transfer of the Traffic Violator School Monitoring (TVSM) program from the Housing Authority to the Community Development Commission (Commission) and take all necessary steps to implement said transfer, including execution of all necessary documents, subject to consent by the Los Angeles County Superior Court and the Los Angeles County Sheriff's Department, and review and approval by County Counsel.
6. Recommend that the Board of Commissioners find that the approval of the Budget is not subject to the California Environmental Quality Act (CEQA), as described herein, because the activities are not defined as a project under CEQA.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to approve the Fiscal Year 2009-2010 Budget of the Housing Authority. HUD requires that the Board of Commissioners approve the Budget prior to the release of funds for continued operation of the Assisted Housing Division, Housing Management Division, and six residential and community assistance programs.

The Housing Authority must receive formal approval annually for its cost allocation plan, which was developed in 2002 by KPMG, its external auditors at the time. The details of the allocation plan were previously submitted to the Board of Commissioners in May 2007, and subsequently approved in June 2007. The allocation methodology remains the same for Fiscal Year 2009-2010.

The Community Development Commission (Commission), whose staff administers the Housing Authority programs, is implementing the final phase of the general salary adjustment approved by the Board on June 5, 2007. This phase consists of a general salary adjustment of 2.5% for Fiscal Year 2009-2010. Additionally, the Commission is adjusting the salary ranges to reflect the 2.5% general salary adjustment to keep the salary schedule properly aligned (Attachment D). The Commission implemented the first phase of the general salary adjustment by providing a 5% increase on July 1, 2007, but elected to forego the second phase of the general salary adjustment in 2008 due to budget constraints. The Commission continues to operate on a pay for performance compensation plan that allows for annual merit increases in response to employee performance. The salary adjustments described above will impact the Housing Authority's Fiscal Year 2009-2010 budget for Commission staff time expended in administering Housing Authority programs.

FISCAL IMPACT/FINANCING

The Housing Authority's Fiscal Year 2009-2010 Budget includes a request to the Chief Executive Office for \$430,000 in County General Funds to support the University of California Cooperative Extension Program (Cooperative Extension).

The following table compares funding levels for Fiscal Years 2008-2009 and 2009-2010.

Housing Authority	2008-2009 Budget	2009-2010 Budget
Divisions		
Assisted Housing – Section 8 Rental Assistance	\$ 232,588,700	\$ 244,690,100
Housing Management – Public Housing	\$ 30,815,200	\$ 32,367,100
Housing Management – Public Housing Modernization	\$ 10,204,900	\$ 11,659,200
Other Programs		
City of Industry – Tax Increment	\$ 13,860,800	\$ 17,538,600
Office of Community and Educational Partnerships	\$ 2,057,500	\$ 1,902,500
Fraud Investigation Unit	\$ 1,019,700	\$ 1,168,000
Cooperative Extension	\$ 430,000	\$ 430,000
Telemedicine	\$ 117,000	\$ 90,000
Youth in Focus	\$ 62,500	\$ 62,500
Condo Conversion	\$ 1,287,500	\$ 0
Traffic Violator School Monitoring ¹	\$ 1,614,700	\$ 0
TOTAL	\$ 294,058,500	\$ 309,908,000
Staffing		
Regular Staff	290.76	276.34
Contract Staff	88.17	57.66
TOTAL	378.93	334.00
<small>¹ The Traffic Violator School Program will be transferred from the Housing Authority to the Commission effective Fiscal Year 2009-2010, subject to consent by the Los Angeles Superior Court and the Los Angeles County Sheriff's Department.</small>		

The proposed Housing Authority Fiscal Year 2009-2010 Budget is \$309,908,000, a \$15,849,500 increase over Fiscal Year 2008-2009. This increase is primarily due to the

Housing Authority's increased lease-up rates, anticipated increases in market rental rates for recipients of Section 8 rental assistance for Fiscal Year 2009-2010, and increased construction activity in tax increment funds from the City of Industry for the development of housing for low-income individuals, families, and special needs populations. This is offset in part by the decrease due to the transfer of the TVSM program to the Commission.

Assisted Housing Division

During Fiscal Year 2009-2010, the Assisted Housing Division will administer a total of \$244,690,100 to provide rental assistance to approximately 23,175 low- and very low-income families and seniors. This is an increase of \$12,101,400 over Fiscal Year 2008-2009, and reflects the Housing Authority's increased lease-up rates, anticipated increase in the market rental rates for Fiscal Year 2009-2010, and an increase in the Housing Authority's voucher allocation due to the relocation of tenants currently residing at the Ujima Village housing development.

Housing Management Division

The Housing Management Division manages and maintains 3,636 housing units and provides resident services such as computer centers, programs for youth, after-school homework assistance, and counseling services.

During Fiscal Year 2009-2010, the Housing Management Division will administer a total of \$32,367,100, which includes funds from HUD, public housing rent revenue, and other sources. The budget reflects an increase of \$1,551,900 from Fiscal Year 2008-2009, and is due to rehabilitation projects at the Kings Road housing development. CDBG funds will be used for public housing improvements and resident services. The total CDBG allocation for Fiscal Year 2009-2010 is comprised of \$1,224,407 carried over from Fiscal Year 2008-2009, and the new year's allocation amount of \$2,580,000.

The Housing Management Division also administers the Public Housing Modernization Program, which provides continuous upgrading of Housing Authority-owned public housing sites. The Modernization Program total budget includes \$3,504,800 in funds carried over from previous years and \$8,154,400 in funds from the Fiscal Year 2009-2010 allocation and the economic stimulus package American Recovery and Reinvestment Act (ARRA) of 2009.

Other Programs

Housing Authority programs also include City of Industry Tax Increment, Office of Community and Educational Partnerships (OCEP), Fraud Investigations Unit, Cooperative Extension, Telemedicine, and Youth in Focus. These programs provide

services to residents of Los Angeles County, including youth, adults, and seniors living in public housing sites.

As required under California Government Code section 65584.3, the Housing Authority receives allocations of tax increment funds from the City of Industry to develop housing for low-income individuals, families, and special needs populations. These funds, budgeted at \$17,538,600, are allocated to the Housing Authority and are included in its Budget, but are administered by the Commission, which also serves as the redevelopment agency for the County of Los Angeles.

OCEP continues to look for ways to maximize its services and, to this end, has partnered with local colleges. Through its educational partnerships, interns and college students provide assistance and support to enhance resident services programs operated at Housing Sites. The budget of \$1,902,500 is comprised of CDBG funds and other grants.

The Fraud Investigations Unit works closely with the administrative staff of the Section 8 and the public housing programs to ensure that tenants are complying with various federal, state, and local laws. Investigators respond to allegations and complaints against tenants suspected of violating the terms of the Section 8 program, including failing to report income or housing persons who are not named on the lease. Investigators also work with local law enforcement to remove families whose conduct threatens the health or safety of others, or their right to the peaceful enjoyment of their homes, due to criminal activity. The Fiscal Year 2009-2010 budget of \$1,168,000 is comprised of Section 8 revenues recovered from the fraud investigations unit and funds provided through Memoranda of Understanding with other local governments for fraud investigation services.

The Cooperative Extension program, administered by the University of California, provides educational opportunities ranging from nutrition and job readiness to literature and growing food and plants. Its budget is comprised of \$430,000 in County General Funds.

The \$90,000 budgeted for the Telemedicine program is comprised of potential funding from the 2nd District, and will provide medical services, immunizations and workshops to promote health awareness at the Mary Henry Telemedicine Center. This program will be removed from the budget if funding can not be secured by June 30, 2009.

The Youth in Focus budget of \$62,500 is comprised of \$50,000 in CDBG funds and \$12,500 in potential funding from the 2nd District, which will allow it to continue its successful program of teaching the basics of photography to public housing site youth through classroom sessions and field trips. If the proposed funding can not be secured

by June 30, 2009, the portion of the program to be funded with the \$12,500 will be removed from the budget.

The Traffic Violator School Monitoring (TVSM) program was originally established as a Housing Authority program with the intent of providing jobs for Housing Authority tenants. While the Housing Authority has been able to successfully fill several positions over the years with tenants, most of the positions are currently occupied by non-tenants. Since those efforts have proven to not be as successful as originally anticipated, we are requesting to transfer this program to the Commission to more closely align it with the appropriate agency. The transfer will be subject to the consent of the Los Angeles County Superior Court, for whom the Housing Authority administers the program, and the Los Angeles County Sheriff's Department.

Housing Authority Staff

Regular staff will decrease by 14.42 positions and contract staff will decrease by 30.51 positions due to staff reductions to align administrative costs with funding received.

A breakdown of staff information, by program, is provided in Attachment E.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

HUD requires that the Board of Commissioners adopt a Resolution approving the Housing Authority Budget for administration of Housing Authority programs. The Resolution has been approved as to form by County Counsel.

The Resolution approving the Fiscal Year 2009-2010 Budget and related HUD Transmittal Resolution are provided as Attachments A and B, respectively. The Resolution for adopting the cost allocation policy is provided as Attachment C. The Housing Authority's proposed amended salary schedule is provided as Attachment D. Published Budget Pages, detailing goals and objectives, and related expenditures for the upcoming year are provided as Attachment E.

ENVIRONMENTAL DOCUMENTATION

Approval of the Housing Authority's Fiscal Year 2009-2010 Budget is exempt from the provisions of the National Environmental Policy Act pursuant to 24 Code of Federal Regulations, Part 58, Section 58.34 (a)(3) because it involves administrative activities that will not have a physical impact on or result in any physical changes to the environment. The activities are not subject to the provisions of CEQA pursuant to State CEQA Guidelines 15060(c)(3) and 15378(b) because they are not defined as a project under CEQA and do not have the potential for causing a significant effect on the environment.

Honorable Housing Commissioners
April 22, 2009
Page 7

IMPACT ON CURRENT SERVICES

Approval of the Fiscal Year 2009-2010 Budget of the Housing Authority will enable housing programs to continue for low- and very low-income families and seniors.

Respectfully submitted,


CORDE D. CARRILLO
Acting Executive Director

Attachments: 5

RESOLUTION APPROVING THE FISCAL YEAR 2009-2010
BUDGET OF THE HOUSING AUTHORITY OF THE
COUNTY OF LOS ANGELES

WHEREAS, the Board of Commissioners of the Housing Authority of the County of Los Angeles has received the Budget for Fiscal Year 2009-2010 and has found:

1. That the proposed expenditures are necessary for the efficient and economical operation of housing programs for the purpose of serving low- and very-low income families.
2. That the budget is reasonable in that:
 - (a) It indicates a source of funding adequate to cover all proposed expenditures.
 - (b) It does not provide for use of federal funding in excess of that payable under the provisions of 24 Code of Federal Regulations Part 990.
3. That all proposed rental charges and expenditures will be consistent with provisions of law and the Annual Contributions Contracts with the U.S. Department of Housing and Urban Development.
4. That no employee serving in a variety of positions is reflected in the operating budget as serving an aggregate amount of time exceeding 100 percent.
5. That the U.S. Department of Housing and Urban Development requires that the use of Section 8 Operating Reserve funds for other housing purposes, in the amount of \$50,000 or greater, must be approved by the Board of Commissioners.

WHEREAS, it is necessary for the Board of Commissioners of the Housing Authority of the County of Los Angeles to adopt an annual budget.

NOW, THEREFORE, the Board of Commissioners of the Housing Authority of the County of Los Angeles hereby resolves as follows:

1. The above recitals are true and correct.
2. The Housing Authority of the County of Los Angeles adopts the following budgeted revenues and appropriations for Fiscal Year 2009-2010, as set forth in the Annual Budget for the Housing Authority of the County of Los Angeles:

Estimated Funding

\$309,908,000

Expenditure and Reserve Appropriations:

\$309,908,000

3. That the use of Section 8 Operating Reserve funds for other housing purposes, in the amount of \$50,000 or greater, must be approved by the Board of Commissioners.
4. This Resolution shall take effect immediately.

APPROVED AND ADOPTED by the Board of Commissioners of the Housing Authority of the County of Los Angeles on this ____ day of _____, 2009.

ATTEST:

SACHI A. HAMAI
Executive Officer-Clerk of
the Board of Commissioners

By: _____
Deputy

By: _____
Chairman of the Board of
Commissioners

APPROVED AS TO FORM:
ROBERT E. KALUNIAN
Acting County Counsel

By: _____
Deputy

ATTACHMENT B

PHA Board Resolution
Approving Operating BudgetU.S. Department of Housing
and Urban Development
Office of Public and Indian Housing -
Real Estate Assessment Center (PIH-REAC)OMB No. 2577-0026
(exp. 10/31/2009)

Public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: Housing Authority of the County of Los Angeles PHA Code: CA002PHA Fiscal Year Beginning: July 1, 2009 Board Resolution Number: A-1

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE

- ☒ Operating Budget approved by Board resolution on: 06/02/2009
- ☐ Operating Budget submitted to HUD, if applicable, on: _____
- ☐ Operating Budget revision approved by Board resolution on: _____
- ☐ Operating Budget revision submitted to HUD, if applicable, on: _____

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name:	Signature:	Date:
Don Knabe, Chairman		06/02/2009

RESOLUTION APPROVING THE FISCAL YEAR 2009-2010
COST ALLOCATION PLAN OF THE HOUSING AUTHORITY OF THE
COUNTY OF LOS ANGELES

WHEREAS, the Board of Commissioners of the Housing Authority of the County of Los Angeles has received the Cost Allocation Plan for Fiscal Year 2009-2010 and has found:

1. That the proposed cost allocation plan is a reasonable and supportable methodology of allocating centralized administration costs to housing and/or development programs.
2. That the proposed cost allocation plan will be consistent with cost principles set forth in the Office of Management & Budget (OMB) Circular A-87, Cost Principles for State, Local and Indian Tribal Governments and other generally applied cost allocation methods.

WHEREAS, it is necessary for the Board of Commissioners of the Housing Authority of the County of Los Angeles to adopt a cost allocation plan.

NOW, THEREFORE, the Board of Commissioners of the Housing Authority of the County of Los Angeles, hereby resolves as follows:

1. The above recitals are true and correct.
2. The Housing Authority of the County of Los Angeles adopts the following cost allocation plan, as required by the U.S. Department of Housing and Urban Development (HUD).
3. This resolution shall take effect immediately following Board approval and will be effective until a major change is proposed to be made in the methodology, at which time, the new cost allocation plan will be submitted for approval by this governing body.

APPROVED AND ADOPTED by the Board of Commissioners of the Housing Authority of the County of Los Angeles on the _____ day of _____, 2009.

ATTEST:

SACHI A. HAMAI
Executive Officer – Clerk of
The Board of Commissioners

By: _____
Deputy

By: _____
Chairman of the Board of
Commissioners

APPROVED AS TO FORM:
ROBERT E. KALUNIAN
Acting County Counsel

By: _____
Deputy

COMMUNITY DEVELOPMENT COMMISSION
HOUSING AUTHORITY OF THE COUNTY OF LOS ANGELES

MONTHLY SALARY SCHEDULE

EFFECTIVE JULY 1, 2009

CLASSIFICATION	LEVEL I	LEVEL II	LEVEL III	LEVEL IV	LEVEL V	LEVEL VI
MAINTENANCE WORKER	2529 3318	2917 3983	3653 4988	4020 5487	4422 6035	5258 7453
DEVELOPMENT SPECIALIST	3348 4394	3720 5272	4464 6328	5515 7816	5852 8604	
INFORMATION SYSTEMS SPECIALIST	3301 4506	3618 4938	4331 7275	6529 8223	6980 9162	
PROGRAM SPECIALIST	2841 3729	3158 4477	3789 5372	4384 6445		
ARCHITECT/ENG. SPECIALIST	4231 5552	4701 6663	5640 7994	6526 9595		
ACCOUNTANT	3329 4369	3699 5244	4439 6476	5044 7416		
ANALYST	3828 5024	4254 6030	5106 7235	5800 8528		
EXECUTIVE ASSISTANT	3516 4985	3762 5333	4025 5705	4307 6105		
ACCOUNTING TECHNICIAN	2295 3012	2550 3616	2951 4338			
OFFICE ASSISTANT	1878 2465	2075 2941	2551 3749			
TRAINEE	1422 1866	1522 2332	1676 2612			
ADMINISTRATIVE ASSISTANT	2957 4192	3286 4658				
CONSULTANT	5713 8397	6056 9238				
MANAGER	6944 9479	7738 11373				
RESIDENT MANAGER	1439 2721	1583 2994				
DIRECTOR	8883 13059					
ASSISTANT EXECUTIVE DIR.	9772 14368					

Ranges will be adjusted to conform with minimum wage as required by Federal or State law.

ATTACHMENT E

Program: Assisted Housing
Division: Assisted Housing

MISSION:

Provide rental assistance services to low-income families in a professional manner and in an atmosphere of care and respect for all clients.

MAJOR OBJECTIVES FOR FY 2009-10:

1. Maintain 95% or higher lease-up rate based on the funding allocations or number of vouchers.
2. Receive a Standard Performer or higher rating under the Section 8 Management Assessment Program (SEMAP).
3. Every month, maintain a 95% reporting rate under the Public and Indian Housing Information Center (PIC).
4. Respond to 97% of written public inquiries within ten working days.
5. Inspect 90% of initial contract units within seven working days of receipt of the Request for Tenancy Approval.
6. Continue to provide ongoing owner and tenant workshops at least once every quarter.
7. Issue 98% of available vouchers continuously, based on number of units authorized and available funding.

PROGRAM BUDGET INFORMATION:

	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Salary and Benefits	\$12,120,300	\$12,252,000	\$12,305,000
Non-Personal Services	\$7,883,900	\$6,452,300	\$6,794,800
Restricted Fund	\$0	\$558,400	\$476,500
Subventions	\$210,636,000	\$225,505,400	\$222,654,000
Capital Outlay	\$0	\$1,500	\$4,700
Transfers	\$1,948,500	\$2,286,900	\$2,455,100
TOTAL	\$232,588,700	\$247,056,500	\$244,690,100
Number of Regular Employees	156.00	164.03	158.25
Number of Contract Employees	29.80	24.85	16.00

Program: Housing Management
Division: Housing Management

MISSION:

To effectively generate and utilize the resources of the Housing Authority to provide quality affordable housing and expand opportunities to improve the quality of life in housing developments through the involvement of employees, residents and community partners.

MAJOR OBJECTIVES FOR FY 2009-10:

1. Average an annual occupancy rate of 97% and limit unit turnaround time to 25 days.
2. Complete 100% of emergency work orders within 24 hours and non-emergency work orders within two working days.
3. Complete 100% of annual recertifications and 100% inspections of dwelling units.
4. Continue Crime and Safety Program activities throughout Los Angeles County.
5. Enroll 26 youth in the Alternative Education program at the Nueva Maravilla development.
6. Continue JJCPA Program at five housing developments.
7. Have 300 residents participate in the Family Resource Centers.
8. Collect 95% of Tenant Accounts Receivables.

PROGRAM BUDGET INFORMATION:

	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Salary and Benefits	\$9,678,400	\$8,821,200	\$8,704,500
Non-Personal Services	\$13,846,800	\$12,691,800	\$13,261,000
Restricted Fund	\$262,400	\$1,883,300	\$1,178,100
Subventions	\$0	\$0	\$4,900
Capital Outlay	\$5,164,400	\$4,330,000	\$7,014,900
Transfers	\$1,863,200	\$2,044,100	\$2,203,700
TOTAL	\$30,815,200	\$29,770,400	\$32,367,100
Number of Regular Employees	103.30	101.05	103.30
Number of Contract Employees	43.00	39.00	26.00

Program: Public Housing Modernization
Division: Housing Management

MISSION:

Provide for the renovation and modernization of public housing owned by the Housing Authority.

MAJOR OBJECTIVES FOR FY 2009-10:

1. Update and submit the Five-Year Action Plan and Annual Statement to HUD for the 2009 Capital Fund Program (CFP).
2. Ensure all target dates for the obligation and expenditure of funds are met, or revisions to the deadlines are submitted timely and approved by HUD.
3. Ensure timely submission of amendments to HUD for changes in the approved CFP funding activity, which cumulatively will involve more than 10% of the Annual Grant.
4. Complete 30 construction contracts at 24 housing sites, and close out one Capital Fund Program Grant for the agency.
5. Conduct two resident meetings in preparation for submitting the Annual Statement and the 5-year Plan to HUD.

PROGRAM BUDGET INFORMATION:

	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Salary and Benefits	\$202,000	\$196,400	\$196,500
Non-Personal Services	\$678,000	\$303,700	\$954,500
Subventions	\$0	\$0	\$0
Capital Outlay	\$9,019,400	\$7,655,000	\$10,291,700
Transfers	\$305,500	\$199,000	\$216,500
TOTAL	\$10,204,900	\$8,354,100	\$11,659,200
Number of Regular Employees	1.70	1.95	1.70
Number of Contract Employees	0.00	0.00	0.00

Program: City of Industry Tax Increment
Division: Housing Development and Preservation

MISSION:

To implement an approved strategy for the allocation and distribution of the City of Industry funds for the development of housing for low-income individuals, households, and special needs populations.

MAJOR OBJECTIVES FOR FY 2009-10:

1. Allocate Round 14 funds through the NOFA process; approximately \$6 million for 20 Special Needs Housing units and approximately \$6 million for 17 Affordable Development Project units.
2. Start the process for 3 Special Needs projects involving 20 units.
3. Begin or continue construction for 5 Special Needs projects involving 174 units and \$6.4 million.
4. Receive Certificate of Occupancy and complete 4 special needs projects for 51 units involving \$3 million.
5. Underwrite 3 Affordable Development projects and execute 3 loan agreements for 240 units involving \$6 million.
6. Begin or continue construction on 12 Affordable Development projects for 433 units involving \$3.6 million.
7. Receive Certificate of Occupancy and complete 2 Affordable Development projects for 57 units.

*Special Needs Housing includes housing for the developmentally disabled, mentally ill, victims of domestic violence, emancipated foster youth, persons with HIV/AIDS, homeless and at risk of homeless families, homeless frequent users of the Department of Mental Health and Health Services systems.

**Affordable Housing includes multifamily rental housing, rental housing for seniors, and affordable for-sale housing.

PROGRAM BUDGET INFORMATION:

	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Salary and Benefits	\$621,800	\$526,400	\$599,200
Non-Personal Services	\$23,700	\$23,700	\$26,100
Subventions	\$11,530,400	\$15,160,400	\$15,811,200
Capital Outlay	\$354,000	\$130,600	\$320,500
Transfers	\$1,330,900	\$775,800	\$781,600
TOTAL	\$13,860,800	\$16,616,900	\$17,538,600
Number of Regular Employees	6.76	5.65	6.29
Number of Contract Employees	0.00	0.00	0.00

Program: Office of Community and Educational Partnerships (OCEP)
Division: Executive Office

MISSION:

To provide needs-based programs and services to the agency and the communities it serves. OCEP's goal is to build bridges and support productive partnerships between the CDC, educational institutions, community organizations and other agencies within its community.

MAJOR OBJECTIVES FOR FY 2009-10:

1. Maintain quality academic placements to meet the needs of the CDC and its communities through academic internships, service learning, practicums and other civically engaged programs. Continue placing internship students to provide division support in housing quality inspections, human resources, resident services, housing development, TVSM, and Whittier CRC programs.
 2. Maintain engaged youth participation in the Youth in Focus program at four housing developments, and continue to expand program visibility through photographic exhibits and program marketing as well as producing a year end calendar and greeting cards showcasing participants' talents.
 3. Recruit and train five new AmeriCorps*VISTA members to oversee volunteer management activities at the four large public housing development sites.
 4. Continue to improve quality resident services programs and services to promote self-sufficiency and the quality of life for children, families, seniors, and persons with disabilities in HACoLA public housing.
 5. Maintain a quality, structured, outcome based after-school program that is easily measurable and sustainable with the support of Thinkfinity state-certified curriculum.
 6. Fully implement the ROSS Elderly LIFE III Grant and provide supportive services to over 300 of HACoLA's conventional housing residents who are elderly and persons with disabilities.
-

PROGRAM BUDGET INFORMATION:

	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Salary and Benefits	\$1,017,300	\$905,500	\$1,038,300
Non-Personal Services	\$1,040,200	\$608,500	\$923,700
Subventions	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$3,000
Transfers	\$0	\$0	\$0
TOTAL	\$2,057,500	\$1,514,000	\$1,965,000
Number of Regular Employees	6.00	5.00	4.00
Number of Contract Employees	8.00	7.33	8.83

Program: Fraud Investigations Unit
Division: Office of Executive Management

MISSION:

Ensure compliance with federal regulations and program requirements to reduce the incidence of fraud and criminal activity among Housing Choice Voucher (Section 8) tenants and public housing residents.

MAJOR OBJECTIVES FOR FY 2009-10:

1. Respond to Fraud Hot Line calls within 48 hours, and investigate as appropriate.
2. Strengthen partnerships with the Los Angeles County Sheriff's Department and local law enforcement to reduce the incidence of criminal activity.
3. Provide training to landlords and property managers on effective ways to screen tenants.
4. Conduct compliance checks with tenants whose conduct threatens the health, safety, or right to peaceful enjoyment of their premises.
5. Provide fraud investigative services to local municipalities under memoranda of understandings.
6. Assist in the implementation of the debt collection policy, and continue to identify potential cases of overpayment and fraud among program participants.

PROGRAM BUDGET INFORMATION:

	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Salary and Benefits	\$791,000	\$751,800	\$963,100
Non-Personal Services	\$228,700	\$181,200	\$204,900
Subventions	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0
Transfers	\$0	\$0	\$0
TOTAL	\$1,019,700	\$933,000	\$1,168,000
Number of Regular Employees	1.00	1.80	2.80
Number of Contract Employees	7.37	5.87	6.83

Program: Cooperative Extension
Division: Office of Executive Management

MISSION:

Provide educational programs and activities in the areas of youth development, urban gardening, nutrition, and consumer science that enable youth and adults to make good decisions and lead better lives.

MAJOR OBJECTIVES FOR FY 2009-10:

1. Provide educational programs focused on family-related concerns such as food and nutrition, family relationships, food safety, consumer issues, and money management.
2. Through the Expanded Food and Nutrition Education Program (EFNEP), the Food Stamp Nutrition Education Program (FSNEP) and the Network for a Healthy California, teach homemakers with limited incomes how to improve family diets, make better use of available resources, improve their food preparation skills, and eat more fruits and vegetables.
3. Offer nutrition, gardening and consumer science programs designed for and targeted specifically towards seniors living in public housing. Provide on-site workshops for seniors on healthy eating, recipe demonstrations, fitness, and food safety.
4. Upon request, provide various training including community service, goal setting, college access for teen residents and/or families at CDC sites, 4-H volunteers including education and technical assistance, and youth health and nutrition.
5. Provide training, educational materials and technical assistance to family and senior housing residents who want to grow more of their own fruits and vegetables to augment their food budget.
6. In conjunction with The Growing Experience, provide training and technical assistance as requested on various landscaping and horticulture projects at County public housing sites.

PROGRAM BUDGET INFORMATION:

	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Salary and Benefits	\$0	\$0	\$0
Non-Personal Services	\$430,000	\$430,000	\$430,000
Subventions	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0
Transfers	\$0	\$0	\$0
TOTAL	\$430,000	\$430,000	\$430,000
Number of Regular Employees	0.00	0.00	0.00
Number of Contract Employees	0.00	0.00	0.00

Program: Condo Conversions
Division: Housing Development and Preservation

MISSION:

Generate additional rental housing, transitional housing or homeless shelters in Los Angeles County using grants or loans of condominium conversion fees.

MAJOR OBJECTIVES FOR FY 2009-10:

PROGRAM BUDGET INFORMATION:

	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Salary and Benefits	\$0	\$0	\$0
Non-Personal Services	\$0	\$0	\$0
Subventions	\$1,100,000	\$1,100,000	\$0
Capital Outlay	\$187,500	\$192,200	\$0
Transfers	\$0	\$62,800	\$0
TOTAL	\$1,287,500	\$1,355,000	\$0
Number of Regular Employees	0.00	0.00	0.00
Number of Contract Employees	0.00	0.00	0.00

Program: Telemedicine
Division: Office of Executive Management

MISSION:

To improve access to health care, the CDC partners with the Wilmington Community Clinic to operate the Mary B. Henry Telemedicine Clinic in the South Los Angeles area. A clinical relationship also exists with the Charles R. Drew University of Medicine and Science. Using advanced telecommunications technology, doctors at Charles R. Drew University examine patients miles away at the hospital. The Mary B. Henry Telemedicine Clinic provides children with early diagnosis and treatment of asthma, immunization outreach, developmental screening, anemia and sickle cell screening, lead level testing and monitoring of other pediatric illnesses. The Center also provides breast examinations. The primary beneficiaries are the residents of the Housing Authority's designated South Scattered Sites area and the community-at-large.

MAJOR OBJECTIVES FOR FY 2009-10:

1. To increase the number of patient visits to the Telemedicine Clinic.
2. Expand the types of medical services offered at the clinic.
3. Conduct outreach to improve public health education.

PROGRAM BUDGET INFORMATION:

	<u>2008-09 BUDGET</u>	<u>2008-09 ESTIMATE</u>	<u>2009-10 BUDGET</u>
Salary and Benefits	\$0	\$0	\$0
Non-Personal Services	\$117,000	\$117,000	\$90,000
Subventions	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0
Transfers	\$0	\$0	\$0
TOTAL	\$117,000	\$117,000	\$90,000
Number of Regular Employees	0.00	0.00	0.00
Number of Contract Employees	0.00	0.00	0.00

Program: Youth in Focus
Division: Executive Office

MISSION:

To teach photography and encourage positive self-esteem for at-risk youth within public housing communities.

MAJOR OBJECTIVES FOR FY 2009-10:

NOTE: This program was transferred under OCEP for Fiscal Year 2009-2010, and is included within their budget.

PROGRAM BUDGET INFORMATION:

	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Salary and Benefits	\$0	\$3,400	\$0
Non-Personal Services	\$62,500	\$49,600	\$0
Subventions	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0
Transfers	\$0	\$0	\$0
TOTAL	\$62,500	\$53,000	\$0
Number of Regular Employees	0.00	0.00	0.00
Number of Contract Employees	0.00	0.00	0.00

Program: Assisted Housing
Division: Assisted Housing

MISSION:

Provide rental assistance services to low-income families in a professional manner and in an atmosphere of care and respect for all clients.

MAJOR OBJECTIVES FOR FY 2009-10:

1. Maintain 95% or higher lease-up rate based on the funding allocations or number of vouchers.
2. Receive a Standard Performer or higher rating under the Section 8 Management Assessment Program (SEMAP).
3. Every month, maintain a 95% reporting rate under the Public and Indian Housing Information Center (PIC).
4. Respond to 97% of written public inquiries within ten working days.
5. Inspect 90% of initial contract units within seven working days of receipt of the Request for Tenancy Approval.
6. Continue to provide ongoing owner and tenant workshops at least once every quarter.
7. Issue 98% of available vouchers continuously, based on number of units authorized and available funding.

PROGRAM BUDGET INFORMATION:

	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Salary and Benefits	\$12,120,300	\$12,252,000	\$12,305,000
Non-Personal Services	\$7,883,900	\$6,452,300	\$6,794,800
Restricted Fund	\$0	\$558,400	\$476,500
Subventions	\$210,636,000	\$225,505,400	\$222,654,000
Capital Outlay	\$0	\$1,500	\$4,700
Transfers	\$1,948,500	\$2,286,900	\$2,455,100
TOTAL	\$232,588,700	\$247,056,500	\$244,690,100
Number of Regular Employees	156.00	164.03	158.25
Number of Contract Employees	29.80	24.85	16.00

Program: Housing Management
Division: Housing Management

MISSION:

To effectively generate and utilize the resources of the Housing Authority to provide quality affordable housing and expand opportunities to improve the quality of life in housing developments through the involvement of employees, residents and community partners:

MAJOR OBJECTIVES FOR FY 2009-10:

1. Average an annual occupancy rate of 97% and limit unit turnaround time to 25 days.
2. Complete 100% of emergency work orders within 24 hours and non-emergency work orders within two working days.
3. Complete 100% of annual recertifications and 100% inspections of dwelling units.
4. Continue Crime and Safety Program activities throughout Los Angeles County.
5. Enroll 26 youth in the Alternative Education program at the Nueva Maravilla development.
6. Continue JJCPA Program at five housing developments.
7. Have 300 residents participate in the Family Resource Centers.
8. Collect 95% of Tenant Accounts Receivables.

PROGRAM BUDGET INFORMATION:

	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Salary and Benefits	\$9,678,400	\$8,821,200	\$8,704,500
Non-Personal Services	\$13,846,800	\$12,691,800	\$13,261,000
Restricted Fund	\$262,400	\$1,883,300	\$1,178,100
Subventions	\$0	\$0	\$4,900
Capital Outlay	\$5,164,400	\$4,330,000	\$7,014,900
Transfers	\$1,863,200	\$2,044,100	\$2,203,700
TOTAL	\$30,815,200	\$29,770,400	\$32,367,100
Number of Regular Employees	103.30	101.05	103.30
Number of Contract Employees	43.00	39.00	26.00

Program: Public Housing Modernization
Division: Housing Management

MISSION:

Provide for the renovation and modernization of public housing owned by the Housing Authority.

MAJOR OBJECTIVES FOR FY 2009-10:

1. Update and submit the Five-Year Action Plan and Annual Statement to HUD for the 2009 Capital Fund Program (CFP).
2. Ensure all target dates for the obligation and expenditure of funds are met, or revisions to the deadlines are submitted timely and approved by HUD.
3. Ensure timely submission of amendments to HUD for changes in the approved CFP funding activity, which cumulatively will involve more than 10% of the Annual Grant.
4. Complete 30 construction contracts at 24 housing sites, and close out one Capital Fund Program Grant for the agency.
5. Conduct two resident meetings in preparation for submitting the Annual Statement and the 5-year Plan to HUD.

PROGRAM BUDGET INFORMATION:

	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Salary and Benefits	\$202,000	\$196,400	\$196,500
Non-Personal Services	\$678,000	\$303,700	\$954,500
Subventions	\$0	\$0	\$0
Capital Outlay	\$9,019,400	\$7,655,000	\$10,291,700
Transfers	\$305,500	\$199,000	\$216,500
TOTAL	\$10,204,900	\$8,354,100	\$11,659,200
Number of Regular Employees	1.70	1.95	1.70
Number of Contract Employees	0.00	0.00	0.00

Program: City of Industry Tax Increment
Division: Housing Development and Preservation

MISSION:

To implement an approved strategy for the allocation and distribution of the City of Industry funds for the development of housing for low-income individuals, households, and special needs populations.

MAJOR OBJECTIVES FOR FY 2009-10:

1. Allocate Round 14 funds through the NOFA process; approximately \$6 million for 20 Special Needs Housing units and approximately \$6 million for 17 Affordable Development Project units.
2. Start the process for 3 Special Needs projects involving 20 units.
3. Begin or continue construction for 5 Special Needs projects involving 174 units and \$6.4 million.
4. Receive Certificate of Occupancy and complete 4 special needs projects for 51 units involving \$3 million.
5. Underwrite 3 Affordable Development projects and execute 3 loan agreements for 240 units involving \$6 million.
6. Begin or continue construction on 12 Affordable Development projects for 433 units involving \$3.6 million.
7. Receive Certificate of Occupancy and complete 2 Affordable Development projects for 57 units.

*Special Needs Housing includes housing for the developmentally disabled, mentally ill, victims of domestic violence, emancipated foster youth, persons with HIV/AIDS, homeless and at risk of homeless families, homeless frequent users of the Department of Mental Health and Health Services systems.

**Affordable Housing includes multifamily rental housing, rental housing for seniors, and affordable for-sale housing.

PROGRAM BUDGET INFORMATION:

	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Salary and Benefits	\$621,800	\$526,400	\$599,200
Non-Personal Services	\$23,700	\$23,700	\$26,100
Subventions	\$11,530,400	\$15,160,400	\$15,811,200
Capital Outlay	\$354,000	\$130,600	\$320,500
Transfers	\$1,330,900	\$775,800	\$781,600
TOTAL	\$13,860,800	\$16,616,900	\$17,538,600
Number of Regular Employees	6.76	5.65	6.29
Number of Contract Employees	0.00	0.00	0.00

Program: Office of Community and Educational Partnerships (OCEP)
Division: Executive Office

MISSION:

To provide needs-based programs and services to the agency and the communities it serves. OCEP's goal is to build bridges and support productive partnerships between the CDC, educational institutions, community organizations and other agencies within its community.

MAJOR OBJECTIVES FOR FY 2009-10:

1. Maintain quality academic placements to meet the needs of the CDC and its communities through academic internships, service learning, practicums and other civically engaged programs. Continue placing internship students to provide division support in housing quality inspections, human resources, resident services, housing development, TVSM, and Whittier CRC programs.
 2. Maintain engaged youth participation in the Youth in Focus program at four housing developments, and continue to expand program visibility through photographic exhibits and program marketing as well as producing a year end calendar and greeting cards showcasing participants' talents.
 3. Recruit and train five new AmeriCorps*VISTA members to oversee volunteer management activities at the four large public housing development sites.
 4. Continue to improve quality resident services programs and services to promote self-sufficiency and the quality of life for children, families, seniors, and persons with disabilities in HACoLA public housing.
 5. Maintain a quality, structured, outcome based after-school program that is easily measurable and sustainable with the support of Thinkfinity state-certified curriculum.
 6. Fully implement the ROSS Elderly LIFE III Grant and provide supportive services to over 300 of HACoLA's conventional housing residents who are elderly and persons with disabilities.
-

PROGRAM BUDGET INFORMATION:

	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Salary and Benefits	\$1,017,300	\$905,500	\$1,038,300
Non-Personal Services	\$1,040,200	\$608,500	\$923,700
Subventions	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$3,000
Transfers	\$0	\$0	\$0
TOTAL	\$2,057,500	\$1,514,000	\$1,965,000
Number of Regular Employees	6.00	5.00	4.00
Number of Contract Employees	8.00	7.33	8.83

Program: Fraud Investigations Unit
Division: Office of Executive Management

MISSION:

Ensure compliance with federal regulations and program requirements to reduce the incidence of fraud and criminal activity among Housing Choice Voucher (Section 8) tenants and public housing residents.

MAJOR OBJECTIVES FOR FY 2009-10:

1. Respond to Fraud Hot Line calls within 48 hours, and investigate as appropriate.
2. Strengthen partnerships with the Los Angeles County Sheriff's Department and local law enforcement to reduce the incidence of criminal activity.
3. Provide training to landlords and property managers on effective ways to screen tenants.
4. Conduct compliance checks with tenants whose conduct threatens the health, safety, or right to peaceful enjoyment of their premises.
5. Provide fraud investigative services to local municipalities under memoranda of understandings.
6. Assist in the implementation of the debt collection policy, and continue to identify potential cases of overpayment and fraud among program participants.

PROGRAM BUDGET INFORMATION:

	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Salary and Benefits	\$791,000	\$751,800	\$963,100
Non-Personal Services	\$228,700	\$181,200	\$204,900
Subventions	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0
Transfers	\$0	\$0	\$0
TOTAL	\$1,019,700	\$933,000	\$1,168,000
Number of Regular Employees	1.00	1.80	2.80
Number of Contract Employees	7.37	5.87	6.83

Program: Cooperative Extension
Division: Office of Executive Management

MISSION:

Provide educational programs and activities in the areas of youth development, urban gardening, nutrition, and consumer science that enable youth and adults to make good decisions and lead better lives.

MAJOR OBJECTIVES FOR FY 2009-10:

1. Provide educational programs focused on family-related concerns such as food and nutrition, family relationships, food safety, consumer issues, and money management.
2. Through the Expanded Food and Nutrition Education Program (EFNEP), the Food Stamp Nutrition Education Program (FSNEP) and the Network for a Healthy California, teach homemakers with limited incomes how to improve family diets, make better use of available resources, improve their food preparation skills, and eat more fruits and vegetables.
3. Offer nutrition, gardening and consumer science programs designed for and targeted specifically towards seniors living in public housing. Provide on-site workshops for seniors on healthy eating, recipe demonstrations, fitness, and food safety.
4. Upon request, provide various training including community service, goal setting, college access for teen residents and/or families at CDC sites, 4-H volunteers including education and technical assistance, and youth health and nutrition.
5. Provide training, educational materials and technical assistance to family and senior housing residents who want to grow more of their own fruits and vegetables to augment their food budget.
6. In conjunction with The Growing Experience, provide training and technical assistance as requested on various landscaping and horticulture projects at County public housing sites.

PROGRAM BUDGET INFORMATION:

	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Salary and Benefits	\$0	\$0	\$0
Non-Personal Services	\$430,000	\$430,000	\$430,000
Subventions	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0
Transfers	\$0	\$0	\$0
TOTAL	\$430,000	\$430,000	\$430,000
Number of Regular Employees	0.00	0.00	0.00
Number of Contract Employees	0.00	0.00	0.00

Program: Condo Conversions
Division: Housing Development and Preservation

MISSION:

Generate additional rental housing, transitional housing or homeless shelters in Los Angeles County using grants or loans of condominium conversion fees.

MAJOR OBJECTIVES FOR FY 2009-10:

PROGRAM BUDGET INFORMATION:

	<u>2008-09 BUDGET</u>	<u>2008-09 ESTIMATE</u>	<u>2009-10 BUDGET</u>
Salary and Benefits	\$0	\$0	\$0
Non-Personal Services	\$0	\$0	\$0
Subventions	\$1,100,000	\$1,100,000	\$0
Capital Outlay	\$187,500	\$192,200	\$0
Transfers	\$0	\$62,800	\$0
TOTAL	\$1,287,500	\$1,355,000	\$0
Number of Regular Employees	0.00	0.00	0.00
Number of Contract Employees	0.00	0.00	0.00

Program: Telemedicine
Division: Office of Executive Management

MISSION:

To improve access to health care, the CDC partners with the Wilmington Community Clinic to operate the Mary B. Henry Telemedicine Clinic in the South Los Angeles area. A clinical relationship also exists with the Charles R. Drew University of Medicine and Science. Using advanced telecommunications technology, doctors at Charles R. Drew University examine patients miles away at the hospital. The Mary B. Henry Telemedicine Clinic provides children with early diagnosis and treatment of asthma, immunization outreach, developmental screening, anemia and sickle cell screening, lead level testing and monitoring of other pediatric illnesses. The Center also provides breast examinations. The primary beneficiaries are the residents of the Housing Authority's designated South Scattered Sites area and the community-at-large.

MAJOR OBJECTIVES FOR FY 2009-10:

1. To increase the number of patient visits to the Telemedicine Clinic.
2. Expand the types of medical services offered at the clinic.
3. Conduct outreach to improve public health education.

PROGRAM BUDGET INFORMATION:

	<u>2008-09 BUDGET</u>	<u>2008-09 ESTIMATE</u>	<u>2009-10 BUDGET</u>
Salary and Benefits	\$0	\$0	\$0
Non-Personal Services	\$117,000	\$117,000	\$90,000
Subventions	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0
Transfers	\$0	\$0	\$0
TOTAL	\$117,000	\$117,000	\$90,000
Number of Regular Employees	0.00	0.00	0.00
Number of Contract Employees	0.00	0.00	0.00

Program: Youth in Focus
Division: Executive Office

MISSION:

To teach photography and encourage positive self-esteem for at-risk youth within public housing communities.

MAJOR OBJECTIVES FOR FY 2009-10:

NOTE: This program was transferred under OCEP for Fiscal Year 2009-2010, and is included within their budget.

PROGRAM BUDGET INFORMATION:

	<u>2008-09 BUDGET</u>	<u>2008-09 ESTIMATE</u>	<u>2009-10 BUDGET</u>
Salary and Benefits	\$0	\$3,400	\$0
Non-Personal Services	\$62,500	\$49,600	\$0
Subventions	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0
Transfers	\$0	\$0	\$0
TOTAL	\$62,500	\$53,000	\$0
Number of Regular Employees	0.00	0.00	0.00
Number of Contract Employees	0.00	0.00	0.00
